Town of
Reading
Massachusetts

ANNUAL REPORT

1999

RMHS LIBRARY MEDIA CENTER
READING, MASS.

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Town of Reading
16 Lowell Street
Reading, MA 01867-2685

FAX: (781) 942-9070
Email: townmanager@.ci.reading.ma.us

TOWN MANAGER
(781) 942-9043

Dear Reading Residents:

Once again, I'm pleased to present to you the Annual Report for the Town of Reading for the calendar year 1999. This has been a very special year – the end of the century, the end of a millennium and new beginnings for us all.

This report continues to be part of the ongoing effort of the Town in keeping the citizens informed on what is happening in their community. As Town Manager, I'm privileged to be a custodian of this community during my tenure, and our staff is pleased to serve you all. It is your community and we continue to do the best that we can for you.

The busy pace of life in general is compounded in your local government. Everything is moving at a faster and faster pace, and it seems that everyone is more impatient to accomplish the things that we are all trying to accomplish.

As always, we'll strive to continue to provide the very best services that resources allow us to provide for Reading. We know that the residents of this community demand a lot, and we work hard to produce what they demand of us.

On behalf of our very dedicated employees, and volunteers who work on Boards, Committees and Commissions of the Town, please accept our best wishes for a happy, healthy and prosperous 2000.

Sincerely,

Peter I. Hechenbleikner
Town Manager

FINANCE AND ACCOUNTING DEPARTMENT

Accounting:

The Accounting Department is responsible for ensuring that all financial transactions of the Town are in compliance with legal requirements, and are properly recorded on a timely basis. Additionally, the Accounting Department maintains all financial records of the Town in order to develop all of the financial reports and schedules that are required to provide meaningful and accurate information for decision making.

Assessment:

Assessment of property is the first step in the process of tax revenue collection for the Town of Reading. The Assessment Division's function is to provide for the fair and equitable assessment of all taxable real and personal property. The Assessors trend the values each year so that the official revaluations done every three years won't have such dramatic changes. The Assessors must annually determine the tax levy and obtain State approval of the tax rate so that the bills can be issued in a timely manner.

The tax rate for Fiscal 2000 was set at $14.79 per thousand, a decrease of $1.10 per thousand over the Fiscal 1999 rate of $15.89 per thousand. The total assessed value of all of the 8000+ properties in the Town of Reading for Fiscal 2000 is $2,002,448,850. The tax rate went down because the total valuations rose so much. The average house in Reading is now valued at $250,000.

The breakdown of property by types and percentages is as follows:

Residential	$1,833,692,700	91.5725 %
Commercial	132,349,500	6.6094 %
Industrial	20,273,800	1.0124 %
Personal	16,132,850	.8057 %

Since the Town's residential property is over 90% of the value, the Board of Assessors again recommended and the Board of Selectmen concurred that it is wise to keep the tax rate the same for all classes of property. Shifting of the tax burden to commercial properties would be a large burden to the businesses with little tax relief for individual property owners. At the classification hearing, the Board of Selectmen also decided not to shift the tax burden within the residential class to non residential owners or to adopt a small commercial property exemption.

Collection of Taxes:

The Town Collection Office continued to reduce the total of delinquent, liened and deferred real estate taxes. The total outstanding property taxes in the three categories was $773,000 at the end of Fiscal Year 1999, 21 % of which were deferred taxes and will be collected upon the sale of the property.

Lien Certificate activity decreased in Fiscal 1999 as interest rates rose resulting in fewer refinancings. A total of 1400 certificates were processed which netted $35,000 to the general fund. Excise tax collections of $2,336,254 brought considerable revenue to the Town. The non renewal of licenses and registrations at the State Registry of Motor Vehicles Registry when excise taxes are delinquent is a very effective tool in excise collections.

Technology:

The Technology Division serves all Town departments including those at Town Hall, School, Library, Fire and Police. The Town completed a fiber optic cable linkage of the Town Hall, Library, Police and Fire Stations and High School in a Wide Area Network (WAN). The Town's Web Page has been updated, with current information such as the values of Town properties. The address for those who would like to access it is: http://www.ci.reading.ma.us

Personnel:

The Finance Department administers personnel for the Town under the direction of the Town Manager, and for the School Department under the direction of the Superintendent of Schools. Retiree and Light Department personnel issues are also handled.

Employee benefits administered through the Division consist of health insurance, deferred compensation, cafeteria benefits, disability insurance, sick leave bank, workers' compensation, employee assistance program and personal leave. Workers' Compensation and Health Insurance are handled through a premium based program at MIIA, the Massachusetts Interlocal Insurance Association. Blue Cross/Blue Shield products offered to Town employees and retirees experienced a 4.3 % increase in rates on March 1, 1999 and will increase by 5.0 % on March 1, 2000.

Treasurer:

Interest earnings rates for money market accounts ranged from 3.8 % to 5.42 % for the 1999 fiscal year. Long term investment rates earned from 5.00 % to 5.88%. Total interest earnings on the general fund were $1,099,515. Only $2,496,527 of the Town's $23,507,209 general fund cash at year's end was in uncollateralized investments.

The Town Treasurer borrowed permanently a total of $5,500,000 in November, 1999. The general obligation bonds sold with an interest rate of 4.61072 %. Moody's and Standard and Poor's continued to rate the Town's bonds AA. The AA's reflect the strong financial management in the Town and the Light Department, the Town's strong property values and its favorable location. The bond sale was for the Reading Municipal Light Department substation to be built in North Reading.

Bond Anticipation Notes for Coolidge Middle School, the Town Police Station, school computers, parks and playgrounds and Wood End Cemetery in the amount of $13,610,000 were sold at a rate of 3.50%.

Trust Funds:

The Town's Trust Fund Commissioners continued to administer the Reading Response Program, which provides skilled health care services, respite care, medical transportation, and Lifeline emergency call systems to Reading citizens who meet specific health and income guidelines. A total of $151,275 was dispersed from the Hospital Trust Funds in FY 1999 to aid Reading's citizens.

Disbursements from the Library Trust Funds amounted to $15,558 in FY 1999 for items voted by the Library Trustees for Library purposes. Scholarships and awards to students from the income of Scholarship Trusts were in the amount of $5,075. New cemetery bequests were $63,667 in FY 1999 with $131,261 transferred to the Town for cemetery upkeep, and $171,432 earned in investment income for the cemetery funds.

The Trust Fund Commissioners, by law, may invest trust funds in stocks and bonds as well as money market funds. Through the Commissioners' expertise and good judgment, the total portfolio earned $478,369, or an average of approximately 7.75% on a cash basis.

Town of Reading, Massachusetts
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Trust Funds
Year ended June 30, 1999

	Balance July 1, 1998		Receipts			Disbursements		Balance June 30, 1999	
	Non-expendable	Expendable	Bequests and Contributions	Investment Income	Other	Expenditures	Transfers Out	Non-expendable	Expendable
	$	$	$	$	$	$	$	$	$
Scholarship funds:									
Kenneth Brown	1,000	3,167		342		25		1,000	3,484
Nathaniel Hill	1,500	534		164		150		1,500	548
No. Residents Association	11,370	723		992				11,370	1,715
Gilman L. Parker	5,000	2,471		613				5,000	3,084
Torre		5,735		449		800			5,384
Carl Sawyer	5,000	1,930		519		1,000		5,000	1,449
Hal Croft	4,687	144		392		200		4,687	336
Florence Nichols	16,680	3,698		1,641		1,400		16,680	3,939
Dennis Lahane			20,892	444		1,000		19,892	444
James Klepeis			10,000	223				10,000	223
Exemplary teacher award:									
Arnold Berger	6,856	728		607		500		6,856	835
Education loan fund:									
Winthrop Parker	12,719			912				13,631	
Total education funds	64,812	19,130	30,892	7,298		5,075		95,616	21,441
Elder services:									
Avis E. Schroeder	10,000	6,875		1,353		712		10,000	7,516
Dorothy Burbank		223,813		18,364					242,177
Celebration funds:									
General		44,332		3,255		13,659			33,928
400 th celebration		6,540		537					7,077
Historical preservation funds:									
General		41,971	2,021	3,450		3,705			43,737
400 th celebration		6,526		536					7,062
Conservation fund		1,211		107					1,318
Worker compensation fund		137,775		6,838	163,712	197,568			110,757
Municipal light pension fund		8,891,998		610,878		698,615			8,804,261
	$	$	$	$	$	$	$	$	$
Total trust funds	1,438,338	13,505,346	96,580	1,096,192	163,712	1,086,167	131,261	1,532,809	13,549,931

Town of Reading, Massachusetts
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Trust Funds
Year ended June 30, 1999

	Balance July 1, 1998		Receipts			Disbursements		Balance June 30, 1999	
	Non-expendable	Expendable	Bequests and Contributions	Investment Income	Other	Expenditures	Transfers Out	Non-expendable	Expendable
	$	$	$	$	$	$	$	$	$
Cemetery funds:									
Charles Lawn	267,892	109,915	16,527	31,131			23,627	284,419	117,419
Forest Glen	592,214	425,551	5,470	82,421			63,005	597,684	444,967
Laurel Hill	279,685	350,495	630	50,854			39,378	280,315	361,971
Wood End	61,200	2,648	41,040	7,026			5,251	102,240	4,423
Total cemetery funds	1,200,991	888,609	63,667	171,432			131,261	1,264,658	928,780
Hospital funds:									
Stephen Foster	3,872	46,796		4,159				3,872	50,955
Anne S. Grouard	75,000	1,507,385		129,490		16,246		75,000	1,620,629
Gilman L. Parker	35,000	1,619,085		129,919		135,029		35,000	1,613,975
Total hospital funds	113,872	3,173,266		263,568		151,275		113,872	3,285,559
Library funds:									
Appleton / Mansfield	11,000	6,711		1,302		2,407		11,000	5,606
Edward Appleton	5,000	14,702		1,617				5,000	16,319
R / M Babcock	3,598	4,534		667				3,598	5,201
Stephen Foster	12,000	19,458		2,356		10,145		12,000	11,669
Helen Symonds		437		23		313			147
Charles Torrey	1,000	2,612		296				1,000	2,908
Donald Tuttle	500	1,165		136				500	1,301
Sumner Noyes		2,311				2,311			
James and Freda Rawstron	1,613	797		198				1,613	995
Elaine and George Long	5,000	2,468		612				5,000	3,080
Barbara Hewitt	8,952	4,223		1,082				8,952	5,305
Roderick McKay		512		42					554
Karen Meek Zalubus		382				382			
Bruce Morang		2,988		245					3,233
Total library funds	48,663	63,300		8,576		15,558		48,663	56,318

REPORT OF THE COLLECTOR
12 MONTHS ENDING JUNE 30, 1999

1999 REAL ESTATE

Committed	28,659,752.13	
Refunds	112,203.69	
Interest & Costs Collected	36,472.12	
Abatements		145,408.45
Paid to Treasurer		28,287,338.13
Subsequent Tax Title		125,322.44
Deferred Taxes		29,129.68
Uncollected June 30, 1999		221,229.24
	28,808,427.94	28,808,427.94

1998 REAL ESTATE

Balance June 30, 1998	146,882.07	
Refunds	81,903.73	
Interest & Costs Collected	24,969.60	
Abatements		21,656.22
Paid to Treasurer		227,137.41
Uncollected June 30, 1999		4,961.77
	253,755.40	253,755.40

1999 PERSONAL PROPERTY

Committed July 1, 1998	261,015.51	
Refunds	2,119.63	
Interest & costs Collected	374.97	
Abatements		3,131.91
Paid to Treasurer		249,302.32
Uncollected June 30, 1999		11,075.88
	263,510.11	263,510.11

1998 PERSONAL PROPERTY

Balance July 1, 1998	3,468.43	
Refunds	120.56	
Interest & Costs Collected	103.44	
Paid To Treasurer		1,279.81
Uncollected June 30, 1999		2,412.62
	3,692.43	3,692.43

1997 PERSONAL PROPERTY

Balance July 1, 1998	2,466.32	
Paid to Treasurer		522.04
Uncollected June 30, 1999		1,944.28
	2,466.32	2,466.32

1999 MOTOR VEHICLE EXCISE

Committed Feb. 1999	2,166,502.20	
Refunds	16,514.88	
Interest & Costs Collected	7,500.00	
Abatements		83,800.71
Paid to Treasurer		2,043,451.52
Uncollected June 30, 1999		63,264.85
	2,190,517.08	2,190,517.08

1998 MOTOR VEHICLE EXCISE

Balance June 30, 1998	45,441.74	
Committed March 1999	302,217.03	
Refunds	20,516.52	
Interest & Costs Collected	2,191.97	
Abatements		30,073.35
Paid to Treasurer		327,962.32
Uncollected June 30, 1999		12,331.59
	370,367.26	370,367.26

1997 MOTOR VEHICLE EXCISE

Balance June 30, 1998	15,580.30	
Refunds	506.45	
Interest & Costs Collected	2,406.58	
Abatements		798.64
Paid to Treasurer		11,651.61
Uncollected June 30, 1999		6,043.08
	18,493.33	18,493.33

OLD EXCISE PRIOR TO 1997

Old Excise	5,374.14	
Paid to Treasurer		5,374.14
	5,374.14	5,374.14

WATER CHARGES

Balance July 1, 1998	197,392.54	
Committed 1998	2,675,951.84	
Refunds	1,301.13	
Abatements		9,825.72
Paid to Treasurer		2,319,964.64
Discount for Timely Payments		226,884.79
Added to 1999 Taxes		89,125.73
Uncollected June 30, 1999		228,844.63
	2,874,645.51	2,874,645.51

SEWER CHARGES

Balance July 1, 1998	278,651.10	
Committed 1998	3,601,631.37	
Refunds	1,944.76	
Abatements		13,568.49
Paid to Treasurer		3,147,801.93
Discount for Timely Payments		289,190.49
Added to Taxes 1999		134,184.04
Uncollected June 30, 1999		297,482.28
	3,882,227.23	3,882,227.23

ADDITIONAL WATER CHARGES (SPMS, SPCS-SPRINKLERS)

Balance July 1, 1998	649.08	
Committed 1998	41,911.78	
Refunds		
Paid to Treasurer		40,747.14
Added to Taxes 1999		1,190.57
Uncollected June 30, 1999		623.15
	42,560.86	42,560.86

PERMITS

Permits Issued		
Building	132,859.32	
Electric	20,101.00	
Gas	4,993.00	
Plumbing	10,218.00	
Cert. of Inspection	950.00	
Paid to Treasurer		169,121.32
	169,121.32	169,121.32

CERTIFICATE OF MUNICIPAL LIENS

Certificates and Releases	43,179.00	
Paid to Treasurer		43,179.00

BETTERMENTS ADDED TO TAXES

Committed 1998	264.41	
Paid to Treasurer		264.41

TOWN OF READING
REAL ESTATE ABATEMENTS
FOR PERIOD 01/01/1999 TO 12/31/1999

3	1	AAPEM ASSOCIATES	MIDDLESEX AVE	161.30	20Oct1999
345	7	EXXON CORPORATION	WALKERS BROOK DR	1,333.95	14Apr1999
	1998	ABATEMENTS: 2	AMOUNT:	1,495.25	
4	1	AAPEM ASSOCIATES	MIDDLESEX AVE	317.80	20Oct1999
35	7	ARTHUR CHARLES R JR	WOBURN ST	416.32	07Apr1999
86	5	BONANNO NICHOLAS J	GROVE ST	98.52	28Apr1999
111	1	BROUSSARD WILLIAM A JR	BRADFORD RD	31.78	10Feb1999
193	3	COBURN ALLEN R	HIGH ST	386.13	14Apr1999
193	4	COCCOLUTO FRANK A III	SUMMER AVE	260.60	28Apr1999
240	2	CULBERT ROBERT A	STRAWBERRY HILL LN	128.71	24Mar1999
261	3	DASILVA HERBERT M	MAIN ST	541.85	03Mar1999
262	4	DAVIE JOHN L	FAIRCHILD DR	209.75	14Apr1999
351	1	EXXON CORPORATION	WALKERS BROOK DR	2,345.36	14Apr1999
353	2	FAIR DARRELL L	LOWELL ST	111.23	21Apr1999
368	2	FERULLO DAVID A	HIGH ST	133.48	03Jun1999
397	7	FULGONI KEVIN TR	MAIN ST	664.20	04May1999
459	4	GUERIN JOHN T	GRAND ST	120.76	31Mar1999
482	1	HARRIS G. REALTY TRUST	HARNDEN ST	2,151.35	11Jan1999
482	7	HARRIS W RUSSELL	WOBURN ST	298.73	24Mar1999
499	2	HIGGINS FRANCIS	SUMMER AVE	2,049.81	20Jan1999
552	2	JOHNSTON RUTH M	HIGH ST	130.30	14Apr1999
679	7	MANZI EDWARD	ASHLEY PL	181.15	31Mar1999
785	1	NAPOLI ILLEANA	BOLTON ST	190.68	16Mar1999
826	2	ONE NINETEEN CORP	OFF LINE RD	43.86	16Jun1999
863	5	PICANO RUBY M	GLEASON RD	123.94	14Apr1999
880	3	PREVITE STEVEN R	COPELAND AVE	228.82	04May1999
960	1	SANDBERG WILLIAM L	HIGHLAND ST	297.14	25Feb1999
1,032	5	STEWART AUBREY C	HAVERHILL ST	114.41	28Apr1999
1,142	6	WHITING CAROLYN R	CHESTNUT RD	82.63	10Mar1999
	1999	ABATEMENTS: 26	AMOUNT:	11,659.31	

TOWN OF READING, MASSACHUSETTS

General Purpose Financial Statements, Supplementary Schedules and Exhibit

Year Ended June 30, 1999

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Exhibit	
▪ Independent Auditors' Report on Compliance and on Internal Control Over Financial Reporting in Accordance with *Government Auditing Standards*	I

KPMG

99 High Street
Boston, MA 02110-2371

Telephone 617 988 1000
Fax 617 988 0800

Independent Auditors' Report

The Board of Selectmen
Town of Reading, Massachusetts:

We have audited the general purpose financial statements of the Town of Reading, Massachusetts, as of and for the year ended June 30, 1999, as listed in the accompanying table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. We did not audit the financial statements of the Electric Enterprise Fund, which statements reflect total assets and revenues consisting of 79% and 90%, respectively, of the related proprietary fund types. Those financial statements were audited by other auditors whose report thereon has been furnished to us and our opinion expressed herein, insofar as it relates to the amounts included for the Electric Enterprise Fund, is based solely upon the report of the other auditors.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. The financial statements of the Electric Enterprise Fund were not audited in accordance with *Government Auditing Standards*. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Town has not maintained records of the cost of its general fixed assets and, therefore, a general fixed assets account group is not presented in the accompanying general purpose financial statements as required by generally accepted accounting principles.

In our opinion, based upon our audit and the report of the other auditors, except that the omission of a general fixed assets group of accounts results in an incomplete presentation, as discussed in the third paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Reading, Massachusetts, at June 30, 1999, and the results of its operations and cash flows of its proprietary and nonexpendable trust funds for the applicable years then ended, in conformity with generally accepted accounting principles, except for the Electric Enterprise Fund, which is in conformity with the basis of accounting described in note 2.

KPMG LLP KPMG LLP, a U.S. limited liability partnership, is a member of KPMG International, a Swiss association.

As discussed in note 13 to general purpose financial statements, the Town changed its accounting for its deferred compensation plan in accordance with Government Accounting Standards Board Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code, Section 457, Deferred Compensation Plans.*

In accordance with *Government Auditing Standards*, we have also issued a report (Exhibit I) dated September 24, 1999, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain laws, regulations, contracts and grants.

The Year 2000 supplementary information on page 24 is not a required part of the general purpose financial statements, but is supplementary information required by the Governmental Accounting Standards Board, and we did not audit and do not express an opinion on such information. Further, we were unable to apply to the information certain procedures prescribed by professional standards because of the nature of the subject matter underlying the disclosure requirements and because sufficiently specific criteria regarding the matters to be disclosed have not been established. In addition, we do not provide assurance that the Town of Reading, Massachusetts is or will become Year 2000 compliant, that the Town of Reading, Massachusetts' Year 2000 remediation efforts will be successful in whole or in part, or that parties with which the Town of Reading, Massachusetts does business are or will become Year 2000 compliant.

The historical pension information on pages 25 and 26 is not a required part of the general purpose financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures to this information, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining fund statements listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Reading, Massachusetts. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

KPMG LLP

September 24, 1999

Town of Reading, Massachusetts
Combined Balance Sheet - All Fund Types and Account Group
June 30, 1999
(except for the Electric Enterprise Fund, which is as of December 31, 1998)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Group	
ASSETS AND OTHER DEBITS	General Fund	Special Revenue Funds	Capital Projects Funds	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Trust and Agency Funds	General Long-term Debt	Totals (Memorandum Only)
	$	$	$	$	$	$	$	$
Cash and investments (note 5)	6,449,113	2,825,320	7,914,375	3,804,281	21,661,627	69,262,027	-	111,916,743
Receivables:								
Property taxes (note 3):								
Delinquent	240,165	-	-	-	-	-	-	240,165
Subsequent year's levy	14,388,851	-	-	-	-	-	-	14,388,851
Deferred	163,920	-	-	4,437	-	-	-	168,357
Tax liens	369,967	-	-	82,271	-	-	-	452,238
Motor vehicle excise	83,967	-	-	-	-	-	-	83,967
User charges (net of allowance for uncollectibles)	-	-	-	2,200,000	1,837,943	-	-	4,037,943
Special assessments	14,441	-	-	45,867	-	-	-	60,308
Intergovernmental	-	-	774,354	-	-	-	-	774,354
Accrued interest	74,434	18,401	-	-	-	143,380	-	236,215
Other		11,756	-	-	389,327	1,600	-	402,683
Other assets	-	-	-	-	1,757,874	-	-	1,757,874
Inventory	-	-	-	74,698	831,691	-	-	906,389
Prepaid expenses	-	-	-	-	358,049	-	-	358,049
Deferred charges	-	-	-	-	265,081	-	-	265,081
Property, plant and equipment - net (note 12)	-	-	-	9,728,728	34,205,951	-	-	43,934,679
Amount to be provided for retirement of general long-term obligations	-	-	-	-	-	-	32,116,518	32,116,518
	$	$	$	$	$	$	$	$
Total assets and other debits	21,784,858	2,855,477	8,688,729	15,940,282	61,307,543	69,407,007	32,116,518	212,100,414

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Combined Balance Sheet - All Fund Types and Account Group
June 30, 1999
(except for the Electric Enterprise Fund, which is as of December 31, 1998)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Group	
LIABILITIES AND FUND EQUITY	General Fund	Special Revenue Funds	Capital Projects Funds	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Trust and Agency Funds	General Long-term Debt	Totals (Memorandum Only)
	$	$	$	$	$	$	$	$
Liabilities:								
Warrants and accounts payable	1,305,715	106,786	1,925,886	105,240	4,746,953	91,401	-	8,281,981
Accrued liabilities:								
Payroll	780,320	33,231	-	-	-	-	-	813,551
Compensated absences	-	-	-	45,762	1,316,601	-	2,371,518	3,733,881
Interest on bond anticipation notes	166,080	-	-	-	-	-	-	166,080
Interest on bonds payable	-	-	-	-	81,457	-	-	81,457
Landfill closure and postclosure care costs (note 17)	-	-	-	-	-	-	6,000,000	6,000,000
Other	-	-	-	-	345,329	104,637	-	449,966
Deferred revenue (note 3)	15,280,249	-	-	447,025	4,868,188	-	-	20,595,462
Deposits	-		-	-	770,882	-	-	770,882
Loan payable (note 7)	-	-	-	660,950	-	-	-	660,950
Notes payable (note 8)	-	-	14,010,000	-	-	-	-	14,010,000
Bonds payable (note 7)	-	-	-	-	4,125,000	-	23,745,000	27,870,000
Total liabilities	17,532,364	140,017	15,935,886	1,258,977	16,254,410	196,038	32,116,518	83,434,210
Fund equity (deficit):								
Contributed capital	-	-	-	2,802,955	2,086,846	-	-	4,889,801
Retained earnings:								
Reserved	-	-	-	10,706,406	-	-	-	10,706,406
Unreserved	-	-	-	1,171,944	42,966,287	-	-	44,138,231
Fund balances:								
Reserved by state statute	744,950	-	-	-	-	-	-	744,950
Reserved for:								
Encumbrances	1,024,000	-		-	-	-	-	1,024,000
Endowments	-	-	-	-	-	1,532,809	-	1,532,809
Employees' pension benefits	-	-	-	-	-	53,383,290	-	53,383,290
Unreserved:								
Designated for subsequent year's expenditures	1,382,500	872,811	-	-	-	99,890	-	2,355,201
Undesignated (note 10)	1,101,044	1,842,649	(7,247,157)	-	-	14,194,980	-	9,891,516
Total fund equity (deficit)	4,252,494	2,715,460	(7,247,157)	14,681,305	45,053,133	69,210,969	-	128,666,204
Contingencies (notes 9 and 14)								
	$	$	$	$	$	$	$	$
Total liabilities and fund equity	21,784,858	2,855,477	8,688,729	15,940,282	61,307,543	69,407,007	32,116,518	212,100,414

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Combined Statement of Revenues, Expenditures and Changes in
Fund Balances - All Governmental Fund Types and Expendable Trust Funds
Year ended June 30, 1999

	Governmental Fund Types			Fiduciary Fund Types	
	General Fund	Special Revenue Funds	Capital Projects Funds	Expendable Trust Funds	Totals (Memorandum Only)
	$	$	$	$	$
Revenues:					
Property taxes	28,548,713	-	-	-	28,548,713
Excise taxes	2,336,254	-	-	-	2,336,254
Penalties and interest on taxes	161,317	-	-	-	161,317
Payments in lieu of taxes	273,807	-	-	-	273,807
Charges for services	689,960	1,527,035	-	-	2,216,995
Licenses and permits	41,434	48,000	-	-	89,434
Intergovernmental	9,796,043	1,330,564	878,833	-	12,005,440
Special assessments	6,529	-	-	-	6,529
Fines	110,966	-	-	-	110,966
Investment income	1,027,482	55,345	-	717,759	1,800,586
Contributions and bequests	-	-	-	3,021	3,021
Other	2,484	309,773	-	163,712	475,969
Total revenues	42,994,989	3,270,717	878,833	884,492	48,029,031
Expenditures:					
Current:					
General government	2,150,010	9,441	-	-	2,159,451
Public safety	5,640,900	484,434	-	-	6,125,334
Education	23,374,068	2,009,071	-	5,075	25,388,214
Public works and facilities	3,563,918	124,689	-	-	3,688,607
Human services	314,459	96,339	-	151,987	562,785
Culture and recreation	838,829	306,376	-	32,922	1,178,127
Employee benefits	5,195,215	-	-	896,183	6,091,398
Intergovernmental	700,403	-	-	-	700,403
Capital outlay	-	-	9,184,244	-	9,184,244
Debt service	3,159,813	-	-	-	3,159,813
Total expenditures	44,937,615	3,030,350	9,184,244	1,086,167	58,238,376
Excess (deficiency) of revenues over expenditures	(1,942,626)	240,367	(8,305,411)	(201,675)	(10,209,345)
Other financing sources (uses):					
Proceeds from general obligation bonds	-	-	700,000	-	700,000
Operating transfers in (out) (note 11)	1,690,328	(255,653)	257,000	(14,770)	1,676,905
Total other financing sources (uses)	1,690,328	(255,653)	957,000	(14,770)	2,376,905
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(252,298)	(15,286)	(7,348,411)	(216,445)	(7,832,440)
Fund balances (deficits), beginning of year	4,504,792	2,730,746	101,254	14,511,315	21,848,107
	$	$	$	$	$
Fund balances (deficits), end of year	4,252,494	2,715,460	(7,247,157)	14,294,870	14,015,667

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Statement of Revenues and Expenditures - Budgetary Basis
General Fund
Year ended June 30, 1999

	Final Budget	Actual	Variance - Favorable (Unfavorable)
	$	$	$
Revenues:			
Property taxes	28,266,076	28,142,584	(123,492)
Excise taxes	2,100,000	2,336,254	236,254
Penalties and interest on taxes	200,000	161,317	(38,683)
Payments in lieu of taxes	290,000	273,807	(16,193)
Charges for services	640,000	689,960	49,960
Licenses and permits	35,000	41,434	6,434
Intergovernmental	9,811,665	9,796,043	(15,622)
Special assessments	5,000	6,529	1,529
Fines	130,000	110,966	(19,034)
Investment income	875,000	1,099,515	224,515
Other	-	2,484	2,484
Total revenues	42,352,741	42,660,893	308,152
Expenditures:			
General government	2,327,807	2,280,581	47,226
Public safety	5,604,650	5,599,605	5,045
Education	23,516,594	23,494,984	21,610
Public works and facilities	3,740,183	3,688,918	51,265
Human services	322,798	315,059	7,739
Culture and recreation	811,572	811,378	194
Employee benefits	5,241,418	5,195,215	46,203
Intergovernmental	696,128	700,403	(4,275)
Debt service	3,079,455	2,993,733	85,722
Total expenditures	45,340,605	45,079,876	260,729
Excess (deficiency) of revenues over expenditures	(2,987,864)	(2,418,983)	568,881
Other financing sources (uses):			
Transfers from (to):			
Special revenue funds	341,375	255,653	(85,722)
Capital projects funds	(257,000)	(257,000)	-
Enterprise funds	1,560,414	1,560,414	-
Trust funds	131,261	131,261	-
Total other financing sources (uses)	1,776,050	1,690,328	(85,722)
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	$ (1,211,814)	$ (728,655)	$ 483,159

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Combined Statement of Revenues, Expenses and Changes in Fund Equity -
All Proprietary Fund Types and Similar Trust Funds
Year ended June 30, 1999
(except for the Electric Enterprise Fund, which is for year ended December 31, 1998)

	Proprietary Fund Types		Fiduciary Fund Types	
	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Nonexpendable Trust Funds	Totals (Memorandum Only)
	$	$	$	$
Operating revenues:				
Charges for services	6,154,178	56,137,628	-	62,291,806
Special assessments	21,249	-	-	21,249
Investment income	-	-	117,403	117,403
Other	-	-	93,559	93,559
Total operating revenues	6,175,427	56,137,628	210,962	62,524,017
Operating expenses:				
Salaries and wages	753,276	-	-	753,276
Employee benefits	179,679	-	-	179,679
Energy purchases	176,337	-	-	176,337
Intergovernmental	2,602,133	-	-	2,602,133
Depreciation	650,173	1,704,282	-	2,354,455
Other	908,710	-	-	908,710
Electric operations - personal services and other	-	50,446,594	-	50,446,594
Total operating expenses	5,270,308	52,150,876	-	57,421,184
Operating income	905,119	3,986,752	210,962	5,102,833
Nonoperating revenues (expenses):				
Loss on disposal of plant and equipment	-	(5,681)	-	(5,681)
Investment income	52,758	937,076	-	989,834
Interest expense	(1,418)	(291,668)	-	(293,086)
Net nonoperating revenues	51,340	639,727	-	691,067
Income before operating transfers	956,459	4,626,479	210,962	5,793,900
Operating transfers (out) (note 11)	-	(1,560,414)	(116,491)	(1,676,905)
Net income	956,459	3,066,065	94,471	4,116,995
Fund equity, beginning of year	13,724,846	41,815,032	1,438,338	56,978,216
Contributions from customers	-	172,036	-	172,036
	$	$	$	$
Fund equity, end of year	14,681,305	45,053,133	1,532,809	61,267,247

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Statement of Changes in Plan Net Assets -
Employee Retirement Trust Fund
Year Ended June 30, 1999

	$
Additions:	
Contributions:	
Employers	2,891,727
Employees	1,242,029
Intergovernmental	258,284
Investment income	6,591,260
Total additions	10,983,300
Deductions:	
Benefits	3,999,731
Refunds	333,264
Administrative expenses	43,574
Total deductions	4,376,569
Net increase	6,606,731
Net assets held in trust for pension benefits:	
Beginning of year	46,776,559
End of year	$ 53,383,290

See accompanying notes to general purpose financial statements.

Town of Reading, Massachusetts
Combined Statement of Cash Flows -
All Proprietary Fund Types and Nonexpendable Trust Funds
Year ended June 30, 1999
(except for the Electric Enterprise Fund, which is for year ended December 31, 1998)

	Proprietary Fund Types		Fiduciary Fund Types	
	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Nonexpendable Trust Funds	Totals (Memorandum Only)
	$	$	$	$
Cash flows from operating activities:				
Operating income	905,119	3,986,752	210,962	5,102,833
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	650,173	1,704,282	-	2,354,455
Changes in assets and liabilities:				
(Increase) in accounts receivable (net) and other assets	(438,503)	(782,818)	-	(1,221,321)
(Increase) in prepaid expenses	-	(223,144)	-	(223,144)
(Increase) decrease in inventory	(3,042)	72,867	-	69,825
(Increase) in deferred charges	-	(234,693)	-	(234,693)
(Decrease) in warrants and accounts payable	(201,597)	(59,125)	-	(260,722)
Increase in compensated absences	8,759		-	8,759
(Decrease) in deposits	-	(16,937)	-	(16,937)
Increase in other accrued liabilities	-	45,511	-	45,511
Increase in deferred revenues	352,953	1,228,620	-	1,581,573
Reclassification of investment earnings	-	-	(93,559)	(93,559)
Net cash provided by operating activities	1,273,862	5,721,315	117,403	7,112,580
Cash flows from noncapital financing activities:				
Interest paid on deposits	-	(46,700)	-	(46,700)
Operating transfers to other funds	-	(1,560,414)	(116,491)	(1,676,905)
Net cash (used) by noncapital financing activities	-	(1,607,114)	(116,491)	(1,723,605)
Cash flows from capital and related financing activities:				
Proceeds from loan	660,950	-	-	660,950
Acquisition of property, plant and equipment	(729,096)	(4,053,724)	-	(4,782,820)
Proceeds from sale of property, plant and equipment	-	(5,681)	-	(5,681)
Principal payments - bonds	(56,788)	(818,000)	-	(874,788)
Interest paid	(1,874)	(255,020)	-	(256,894)
Contributions from customers	-	172,036	-	172,036
Net cash (used) for capital and related financing activities	(126,808)	(4,960,389)	-	(5,087,197)
Cash flows from investing activities:				
Interest on investments	52,758	937,076	93,559	1,083,393
Net cash provided by investing activities	52,758	937,076	93,559	1,083,393
Net increase in cash and investments	1,199,812	90,888	94,471	1,385,171
Cash and investments, beginning of year	2,604,469	21,570,739	1,436,738	25,611,946
	$	$	$	$
Cash and investments, end of year	3,804,281	21,661,627	1,531,209	26,997,117

See accompanying notes to general purpose financial statements.

TOWN OF READING, MASSACHUSETTS

Notes to General Purpose Financial Statements

June 30, 1999

Note 1. Reporting Entity

The Town of Reading is governed by an elected five-member Board of Selectmen. Generally accepted accounting principles ("GAAP") requires that the accompanying general purpose financial statements present the Town of Reading (the primary government) and its component units. Component units are included in the Town's reporting entity if their operational and financial relationships with the Town are significant. Pursuant to this criteria, the Town of Reading Retirement System (the "System") has been identified as a component unit. The System was established under the authority of Chapter 32 of the Massachusetts General Laws, as amended, and is an independent contributory retirement system available to employees of the Town. The powers of the System are vested in the Retirement Board. The System has been blended into the Town's Fiduciary Funds for reporting purposes.

The Town has entered into several joint ventures with other municipalities to pool resources and share the costs, risks, and rewards of providing goods or services to venture participants directly, or for the benefit of the general public or specified service recipients. The following is a list of the Town's joint ventures, their purpose, the address where the joint venture financial statements are available, and the fiscal 1999 assessment.

Joint Ventures	Purpose	Address	Fiscal 1999 Assessment $
Massachusetts Water Resources Authority (MWRA)	To provide sewer service	100 First Avenue Boston, MA 02129	2,589,875
Massachusetts Bay Transportation Authority (MBTA)	To provide public transportation	10 Park Plaza Boston, MA 02116	622,260
Northeast Metropolitan Regional Vocational School District	To provide vocational education	100 Hemlock Road Wakefield, MA 01880	219,594

Note 2. Summary of Significant Accounting Policies

(a) Basis of Presentation

The financial condition and results of operations of the Town's funds are presented as of and for the year ended June 30, 1999, except for the Town's Electric Enterprise Fund which is presented as of and for the year ended December 31, 1998. The accounting policies of the Town conform with GAAP, except that the Town does not maintain, and therefore does not report, a general fixed assets account group. Such a departure from GAAP is permissible under the Massachusetts Uniform Municipal Accounting System.

The financial statements of the Electric Enterprise Fund are prepared on the basis of accounting prescribed by the Massachusetts Department of Public Utilities (DPU) which requires that certain items be charged or credited directly to retained earnings. GAAP would require the same items to be charged or credited to operations. Accordingly, the financial statements of the Electric Enterprise Fund are not intended to present financial position and results of operations in conformity with GAAP.

(b) Fund Accounting

Transactions are recorded in the funds and account group described below. The operations of each fund are accounted for with a set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures and other financing sources and uses. Transactions between funds within a fund type have been eliminated. The funds and account group are organized into four categories as follows:

Governmental Fund Types

Governmental Funds are those through which most governmental functions are financed. The acquisition, use and balances of expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is on determination of changes in financial position, rather than on net income. The governmental fund types are as follows:

General Fund - This fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in other funds.

Special Revenue Funds - These funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds - These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). Such resources are derived principally from proceeds of general obligation bonds and from federal and state grants.

Proprietary Fund Types

These funds are used to account for activities that are similar to those often found in the private sector. The measurement focus is upon determination of net income and capital maintenance.

Fiduciary Fund Types

Fiduciary Funds are used to account for assets held in a trustee capacity (Trust Funds) or as an agent (Agency Funds) for individuals, private organizations, other governmental units, and/or other funds. Trust funds include expendable trust funds, nonexpendable trust funds and pension trust funds.

Account Group

The general long-term obligations account group is used to establish control and accountability for all long-term obligations of the Town, except those accounted for in proprietary funds.

(c) Basis of Accounting

Governmental fund types, expendable trust funds and agency funds are accounted for on the modified accrual basis of accounting. Revenues are recorded in the accounting period when susceptible to accrual (i.e., both measurable and available). Available means expected to be collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. In applying this principle, the Town accrues as revenue the amount of taxes due to the Town prior to year-end and collected within 60 days after the end of its fiscal year. Expenditures are recorded when the liability is incurred except for interest on general long-term obligations, which is recorded when due and the noncurrent portion of accrued sick leave which is recorded in the general long-term obligations account group.

Under the modified accrual basis of accounting, capital outlay and principal payments on long-term debt are recorded as expenditures when purchased or when due, respectively.

The Town has elected to apply to its proprietary funds, nonexpendable trust funds, and pension trust funds accounting standards applicable to the private sector issued on or before November 30, 1989, unless those standards conflict with or contradict pronouncements of the Governmental Accounting Standards Board.

(d) Pooled Cash

The Town pools cash resources of its governmental type funds, Water and Sewer Enterprise Funds and agency funds to facilitate the management of cash. Each fund presents its pro rata share of the combined cash account as cash and investments in the accompanying general purpose financial statements.

(e) Investment Valuation

Investments are carried at fair value. The Town invests in the Massachusetts Municipal Depository Trust and the Pension Reserves Investment Trust which are external pools that are not SEC registered. These funds are state regulated and are valued at current share price.

(f) Accrued Sick and Vacation

Employee vacation leave is vested annually but may not be carried forward to succeeding fiscal years. Generally, sick leave may accumulate indefinitely, of which a maximum of 100 days may be paid upon termination at 50% of the current rate of pay for those not exempted. The Town's policy is to recognize vacation costs at the time payments are made. The Town records accumulated unused vested sick pay as a liability in the general long-term obligations account group and the proprietary fund types. The amount recorded is the maximum amount to be paid at termination at 50% of the current rate of pay.

(g) Deferred Revenue

Deferred revenue is recognized for receivables which are not available to finance current operations.

(h) Encumbrances

Encumbrance accounting, under which contracts and other commitments for expenditure of funds are recorded to reserve that portion of the applicable appropriation, is employed in the governmental fund types as a significant aspect of budgetary control.

Encumbrances are reported as reservations of fund balances in the accompanying combined balance sheet because they do not constitute expenditures or liabilities. Encumbrances are combined with expenditures for budgetary comparison purposes (see note 4).

(i) Retained Earnings

In accordance with Chapter 44, Section 53F1/2 of the Massachusetts General Laws, the Town accounts for its Water and Sewer Funds as enterprise funds. The reserved portion of the Water and Sewer Funds represents the amount of fund equity, which is not available for appropriation in accordance with statutory requirements.

(j) Fund Balance

The Town has allocated fund balances of its governmental and trust funds as follows:

Reserved by State Statute - Represents the amount of fund balance which is not available for appropriation in accordance with statutory requirements.

Reserved for Encumbrances - Represents the amount of unexpended appropriations carried forward to fiscal year 2000 for projects which have not been completed, open purchase orders and for contracts which have not been performed.

Reserved for Endowments - Represents the amount of Trust Fund fund balance which is legally restricted to endowment purposes.

Reserved for Employees' Pension Benefits - Represents the amount of funds accumulated in the Contributory Retirement System.

Designated for Subsequent Year's Expenditures - Represents the amount of fund balance voted at Town Meeting to fund fiscal year 2000 appropriations.

Unreserved Fund Balances (Undesignated) - Represents the amount of funds available for appropriation at Town Meeting or for expenditure in accordance with legal restrictions for certain special revenue and trust funds.

(k) **Property, Plant and Equipment**

Property, plant and equipment of the proprietary funds are recorded at cost. Depreciation is computed on a straight-line basis over the estimated useful lives of the assets for Water and Sewer funds as follows:

Plant and buildings	10 – 50 years
Water and sewer lines	20 – 50 years
Equipment and fixtures	5 – 20 years

Depreciation expense on municipal contributed property, plant and equipment is shown as a reduction of municipal contributed capital of the Water and Sewer Enterprise Funds whereas depreciation expense on purchased property, plant and equipment is shown as a reduction of retained earnings. Depreciation expense of $276,524 was charged directly to the municipal contributed capital of the Water and Sewer Enterprise Funds. Depreciation was the only transaction affecting the municipal contributed capital of the Water and Sewer Enterprise Funds. Depreciation on property, plant and equipment of the Electric Enterprise Fund is computed based on statutory rates which may be adjusted upon receiving approval from the DPU.

(l) **Inventories**

Inventories are stated at the lower of cost (first-in, first-out) or market in proprietary funds. Inventory of governmental funds is not material and the purchase method of accounting is used in such funds.

(m) **Reclassifications**

Certain reclassifications have been made to the financial statements of the Electric Enterprise Fund to conform with the Town's presentation.

(n) **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

(o) **Total (Memorandum Only) Columns**

Total (memorandum only) columns on the general purpose financial statements are presented to aggregate financial data of the fund types and account group. No consolidating or eliminating entries were made in arriving at the totals; thus, they do not present consolidated information in conformity with generally accepted accounting principles.

Note 3. Property Taxes

Real and personal property taxes are based on values assessed as of the prior January 1 and are due in quarterly installments on August 1st, November 1st, February 1st and May 1st. By law, all taxable property in the Commonwealth must be assessed at approximately 100% of fair cash value. Taxes due and unpaid after the respective due dates are subject to interest and penalties. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables in the fiscal year billed. As of June 30, 1999, the Town has billed its first quarterly installment of the fiscal year 2000 real estate tax bills. The gross amount of the billing is shown as subsequent year's levy and deferred revenue in the accompanying combined balance sheet. Property tax revenues are recorded in accordance with the modified accrual basis of accounting described in note 2.

A statewide tax limitation statute known as "Proposition 2-1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a fiscal year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain Proposition 2-1/2 taxing limitations can be overridden by a Town-wide referendum vote.

Note 4. Budgetary Basis of Accounting

The Town must establish its property tax rate each year so that the resulting property tax levy will comply with the limits required by Proposition 2-1/2 and also constitute that amount which will equal the sum of (a) the aggregate of all annual appropriations for expenditures, state and county assessments, provision for property tax abatements and exemptions, and transfers, plus (b) provision for the prior fiscal year's deficits, if any, less (c) the aggregate of all non-property tax revenues and transfers projected to be received by the Town, including available surplus funds.

Under the Town's charter, the budgets for all departments and operations of the Town, except that of public schools, are prepared under the direction of the Town Manager. The School Department budget is prepared under the direction of the School Committee. The Finance Committee then presents its recommendations on the budget at Town Meeting. Original and supplemental appropriations are acted upon by Town Meeting vote.

The Town's General Fund budget is prepared on a basis other than GAAP. The "actual" results column of the Statement of Revenues and Expenditures - Budgetary Basis is presented on a "budget basis" to provide a meaningful comparison with the budget. The major differences between the budget and GAAP basis are that:

(a) Budgeted revenues are recorded when current year levy cash is received, as opposed to when susceptible to accrual (GAAP).

(b) Encumbrances are recorded as the equivalent of expenditures (budget) as opposed to a reservation of fund balance (GAAP).

(c) Claims are recorded as expenditures when paid (budget), as opposed to a liability when settled (GAAP).

The following reconciliation summarizes the differences between budget and GAAP basis accounting principles for the year ended June 30, 1999:

	$
Deficiency of revenues and other financing sources over expenditures and other financing uses – budgetary basis	(728,655)
Adjustments:	
Revenues to modified accrual basis (net)	334,096
Accrual of interest on bond anticipation notes	(166,080)
Prior year encumbrances expended in fiscal year 1999	(603,322)
Current year encumbrances included as expenditures for budget presentation	911,663
Deficiency of revenues and other financing sources over expenditures and other financing uses – GAAP basis	$ (252,298)

Note 5. Cash and Investments

State and local statutes place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain levels without collateralization by the financial institutions involved. Investments can also be made in securities issued by or unconditionally guaranteed by the US government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by the US government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase and units in the Massachusetts Municipal Depository Trust ("MMDT") and the Pension Reserves Investment Trust ("PRIT"). In addition, the Town's trust funds have additional investment powers, most notably the ability to invest in common stocks, corporate bonds and other specified investments.

Cash

The following summary presents the amount of Town deposits which are fully insured or collateralized with securities held by the Town or its agent in the Town's name (Category 1), those deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Town's name (Category 2), and those deposits which are not collateralized (Category 3). All deposits are categorized as Category 1 or Category 3 on June 30, 1999. The carrying amount of the Electric Enterprise Fund in the accompanying general purpose financial statements is as of December 31, 1998, which is $5,246,397 more than the carrying amount at June 30, 1999.

	Category #1	Category #3	Total Bank Balance	Carrying Amount
	$	$	$	$
Bank deposits	557,252	3,178,385	3,735,637	3,773,295
Petty cash	2,640	-	2,640	2,640
	$	$	$	$
Total cash	559,892	3,178,385	3,738,277	3,775,935

Investments

The Town categorizes investments according to the level of risk assumed by the Town. Category 1 includes investments that are insured, registered or held by the Town's agent in the Town's name. Category 2 includes uninsured and unregistered investments held by the counterparty's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments held by the counterparty, its trust department or its agent, but not in the Town's name. Investments in MMDT and PRIT are not categorized. All other investments are categorized as category 1.

	Category #1	Not Categorized	Fair Value
	$	$	$
Common and preferred stock	1,493,588	-	1,493,588
Corporate bonds and notes	4,976,922	-	4,976,922
US Government obligations	3,338,199	-	3,338,199
US Government agency obligations	21,762,131	-	21,762,131
MMDT	-	17,919,907	17,919,907
PRIT fund	-	53,403,664	53,403,664
	$	$	$
Totals	31,570,840	71,323,571	102,894,411

The composition of the Town's bank recorded deposits and investments fluctuates depending primarily on the timing of real estate tax receipts, proceeds from borrowings, collection of state and federal receipts, capital outlays throughout the year and operating requirements of the Light Department.

As previously noted, the Town holds shares in the PRIT fund. These funds hold investments in derivative securities. As such the Town's investment in such funds may be exposed to a risk of loss associated with these derivative investments. In accordance with GASB Technical Bulletin 94-1 the Town is required to disclose in the notes to the financial statements that it holds investments in derivative securities and whether the risk of loss associated with such investments is material. The Town does not believe that any risk of material loss associated with derivative investments in PRIT's investment funds exists.

Note 6. Pension Plan

(a) Plan Description

The Town contributes to the Town of Reading Retirement System (the "System"), a cost sharing, multi-employer, public employee retirement system that acts as the investment and administrative agent for the Town and the Reading Housing Authority. The System provides retirement, disability, and death benefits to plan members and beneficiaries. The System is a member of the Massachusetts Contributory System and is governed by Chapter 32 of the Massachusetts General Laws, as amended.

With the exception of teachers, the System covers all permanent, full-time employees. Public school teachers are covered by the Commonwealth of Massachusetts Teachers Retirement System, to which the Town does not contribute.

(b) Membership

Membership in the System consisted of the following at June 30, 1999, the date of the latest actuarial valuation:

Active participants:	
Vested employees	235
Nonvested employees	174
	409
Retired participants:	
Pensioners	275
Beneficiaries	45
	320
Totals	729
Total number of participating employers	2

(c) Contribution

Plan members are required to contribute to the System. Active members must contribute between 5% and 11% of their regular gross compensation depending on the date upon which their membership began. Participating employers are required to pay into the System their share of the remaining system-wide actuarially determined contribution and plan administration costs, which are apportioned among the employers based on the actuarial valuation. The Commonwealth of Massachusetts funded the cost-of-living increases granted from July 1, 1981 to June 30, 1998. The System is responsible for cost-of-living adjustments granted after July 1, 1998. The Town's contributions to the System for the years ending June 30, 1999, 1998 and 1997 were $2,840,999, $2,678,094 and $2,622,656, respectively, which equaled its required contribution for each year.

(d) Legally Required Reserve Accounts

The balances in the System's legally required reserves (on the statutory basis of accounting) at June 30, 1999 are as follows:

Description	Amount	Purpose
	$	
Annuity Savings Fund	12,334,964	Active members' contribution balance
Annuity Reserve Fund	4,353,209	Retired members' contribution account
Military Service Credit	5,682	Members' contribution account while on military leave
Pension Reserve Fund	35,851,477	Amount accumulated to fund future retirement benefits
Pension Fund	837,958	Remaining net assets
	$	
	53,383,290	

All reserve accounts are funded at levels required by state statute.

(e) Investment Concentration

The System is a participating system in the Pension Reserves Investment Trust Fund ("PRIT"). PRIT is an investment portfolio for the assets of member state and local retirement systems. Substantially all the assets of the System are invested in PRIT. It consists of two investment funds, the Capital Fund and the Cash Fund. The Capital Fund serves as the long-term asset portfolio and includes stocks, bonds, international investments, real estate and other alternative investments. The Cash Fund consists of short-term investments, which are used to meet the liquidity requirements of participating systems.

Note 7. Long-term Debt

The following is a summary of the Town's outstanding bonds at June 30, 1999 (electric bonds at December 31,1998):

Description	Interest Rates	Beginning Balance	Additions	Reductions	Ending Balance
		$	$	$	$
Bonds:					
General purpose, serial Maturities through 2007	4.68% to 6.43%	1,955,462	-	774,462	1,181,000
Electric, serial maturities through 2006	4.79% to 5.72%	4,943,000	-	818,000	4,125,000
Schools, serial maturities through 2017	4.70% to 6.37%	12,104,750	11,250,000	790,750	22,564,000
Sewer, serial maturities through 1999	4.63%	21,175	-	21,175	-
Water, serial maturities through 1999	4.63%	35,613	-	35,613	-
		$	$	$	$
		19,060,000	11,250,000	2,440,000	27,870,000

The annual requirements to amortize all general obligation bonds payable outstanding as of June 30, 1999, including interest, are as follows (electric bonds at June 30, 1999, reflect a principal payment of $190,000 on February 15, 1999):

	Principal	Interest	Total
	$	$	$
Year ending June 30,			
2000	2,825,000	1,297,087	4,122,087
2001	2,830,000	1,139,188	3,969,188
2002	2,020,000	1,011,873	3,031,873
2003	2,030,000	917,599	2,947,599
2004	1,785,000	823,653	2,608,653
Thereafter	16,190,000	4,639,711	20,829,711
	$	$	$
	27,680,000	9,829,111	37,509,111

The Commonwealth of Massachusetts has approved school construction assistance to the Town. The assistance program, which is administered by the School Building Assistance Bureau (SBAB), provides resources for future debt service of general obligation school bonds outstanding. These resources are subject to annual appropriation by the state legislature and the Town's compliance with certain reporting requirements. During 1999, the Town received $1,144,680 of such assistance.

The Town is subject to a dual level general debt limit; the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively, of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit, however, require the approval of the Commonwealth's Emergency Finance Board. Additionally, there are many categories of general obligation debt which are exempt from the debt limit but are subject to other limitations.

The authorized and unissued debt at June 30, 1999, is as follows:

	$
Coolidge Middle School	9,000,000
Barrows Elementary School	6,585,000
School technology	300,000
Acquisition of land	800,000
Police station	4,400,000
Recreational facilities	160,000
Wood End Cemetery	150,000
Sewer construction	115,000
Electric plant	5,500,000
	$ 27,010,000

As of June 30, 1999, the Town may issue approximately $82,000,000 of additional general obligation debt under the normal debt limit. The Town has approximately $40,000,000 of debt exempt from the debt limit.

The Town pays assessments which include debt service payments to other local governmental units providing services within the Town's boundaries (commonly referred to as overlapping debt). The following summary sets forth the long-term debt of each entity at June 30, 1999, the estimated share of such debt being serviced by the Town and the total of its share of estimated indirect debt.

	Long-term Debt Outstanding (Unaudited)	Town's Estimated Share	Town's Estimated Indirect Debt
	$		$
MBTA	3,310,915,000	0.044%	1,457,000
MWRA	3,126,612,000	1.061%	33,173,000
Northeast Metropolitan Regional Vocational School District	245,000	2.441%	6,000
	$ 6,437,772,000		$ 34,636,000

On May 27, 1999, the Town received a $660,950 interest free loan from the MWRA to fund sewer construction. The loan is due in equal installments through 2005.

Note 8. Temporary Borrowings

Under state law and by authorization of the Board of Selectmen, the Town is authorized to borrow on a temporary basis to fund the following:

Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANs or TANs).

Capital project costs incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANs).

Federal and state aided capital projects and other program expenditures prior to receiving reimbursement through issuance of Federal and state aid anticipation notes (FANs and SANs).

Temporary loans are general obligations of the Town and carry maturity dates which are limited by statute. Interest expenditures for Town temporary borrowings were $518,820 and are accounted for in the General Fund. At June 30, 1999, $14,010,000 of 3.25% BANS maturing in fiscal 2000 were outstanding.

Note 9. Massachusetts Municipal Wholesale Electric Company

The Town of Reading acting through its Light Department is a Participant in certain Projects of the Massachusetts Municipal Wholesale Electric Company (MMWEC).

MMWEC is a public corporation and a political subdivision of the Commonwealth of Massachusetts created as a means to develop a bulk power supply for its Members and other utilities. MMWEC is authorized to construct, own or purchase ownership interests in and to issue revenue bonds to finance electric facilities (Projects). MMWEC has acquired ownership interests in electric facilities operated by other utilities and also owns and operates its own electric facilities. MMWEC sells all of the capability (Project Capability) of each of its Projects to its Members and other utilities (Project Participants) under Power Sales Agreements (PSAs). Among other things, the PSAs require each Project Participant to pay its pro rata share of MMWEC's costs related to the Project, which costs include debt service on bonds issued by MMWEC to finance the Project, plus 10% of MMWEC's debt service to be paid into a Reserve and Contingency Fund. In addition, should any Project Participant fail to make payment, other Project Participants may be required to increase (step-up) their payments and correspondingly their Participant's share of the Project Capability to an additional amount not to exceed 25% of their original Participant's share of the Project Capability. Project Participants have covenanted to fix, revise, and collect rates at least sufficient to meet their obligations under the PSAs.

MMWEC also contracts to purchase power from third parties which is resold to Members and other utilities under agreements known as Power Purchase Agreements (PPAs).

The payments required to be made to MMWEC under the PSAs and the PPAs are payable solely from Light Department revenues. Under the PSAs, each Participant is unconditionally obligated to make payments due to MMWEC whether or not the Project (s) is completed or operating and notwithstanding the suspension or interruption of the output of the Project (s).

MMWEC operates the Stony Brook Intermediate Project and Stony Brook Peaking Project fossel-fueled power plants. MMWEC has a 22.7 MW interest in the W.F. Wyman Unit No. 4 plant, currently operated by Florida Power and Light. In April 1999, Central Maine Power Company (CMP) agreed to sell its power plants to Florida Power and Light which included CMP's 59% share of W.F. Wymans Unit No. 4 for which it is lead owner.

MMWEC's 11.6% ownership interest in the Seabrook Station nuclear generating unit represents a substantial portion of its plant investment and financing program. In addition, MMWEC has a 4.8% ownership interest in the Millstone Unit 3 nuclear unit.

The MMWEC Seabrook and Millstone Project Participants, per the PSAs, are liable for their proportionate share of the cost of a nuclear incident at those nuclear power plants as outlined in the Price-Andersen Act. The Project Participants are also liable for the decommissioning expenses being funded through monthly Project billings.

In November 1997, the Commonwealth of Massachusetts enacted legislation effective March 1, 1998 to restructure the electric utility industry. MMWEC and the municipal light departments are not specifically subject to the legislation. However, it is management's belief that industry restructuring and customer choice promulgated within the legislation will have an effect on MMWEC and the Participant's operations.

MMWEC is involved in various legal actions. In the opinion of management, the outcome of such litigation or claims will not have a material effect on the financial position of the company.

As of June 30, 1999, total capital expenditures amounted to $1,480,734,000, of which $105,217,000 represents the amount associated with the Department's Project Capability. MMWEC's debt outstanding for the Projects included Power Supply System Revenue bonds totaling $1,178,470,000, of which $78,353,000 is associated with the Department's share of Project Capability. As of June 30, 1999, MMWEC's total future debt service requirement on outstanding bonds issued for Projects is $1,884,284,000, of which $115,172,000 is anticipated to be billed to the Department.

Reading Light Department has entered into PSAs and PPAs with MMWEC. Under these agreements, the Department is required to make certain payments to MMWEC. The aggregate amount of Reading Municipal Light Department's required payments under the PSAs and PPAs, exclusive of Reserve and Contingency Fund billings, through MMWEC at June 30, 1999 and estimated for future years is shown below.

Year ending June 30,	$
2000	8,365,000
2001	8,379,000
2002	8,364,000
2003	8,365,000
2004	8,550,000
Thereafter	73,149,000
Total	$ 115,172,000

In addition, the Department is required to pay its share of the operation and maintenance (O&M) costs of the Projects in which it participates. The Department's total O&M costs including debt service under the PSAs were $17,577,000 and $17,224,000 for the years ended June 30, 1999 and 1998, respectively.

Note 10. Capital Projects Funds Deficits

Capital projects have been funded by the issuance of bond anticipation notes. Deficit fund balances arise because the bond anticipation notes are presented as a liability of the fund receiving the proceeds. The Town intends to reduce these deficits by subsequent appropriations and will eliminate the remaining deficits by the issuance of long-term debt. The detail of these deficits on June 30, 1999 is as follows:

	$
Cemetery development fund	113,533
Park facilities fund	97,053
Police station fund	2,069,661
Coolidge School renovation fund	4,770,622
School technology fund	300,000
	$ 7,350,869

Note 11. Operating Transfers

Operating transfers constitute the transfer of resources from the fund that receives the resources to the fund that utilizes them. The following table summarizes operating transfers for the year ended June 30, 1999.

	General	Special Revenue	Capital Projects	Electric Enterprise	Expendable Trusts	Nonexpendable Trusts
	$	$	$	$	$	$
Purpose of operating transfer:						
Cemetery sale of lots	20,000	(20,000)	-	-	-	-
Wetland protection act	940	(940)	-	-	-	-
Sale of real estate	234,713	(234,713)	-	-	-	-
Electric earnings distribution	1,560,414	-	-	(1,560,414)	-	-
Retirement of BAN	(257,000)	-	257,000	-	-	-
Cemetery perpetual care	131,261	-	-	-	(131,261)	-
Investment income	-	-	-	-	116,491	(116,491)
	$	$	$	$	$	$
	1,690,328	(255,653)	257,000	(1,560,414)	(14,770)	(116,491)

Note 12. Property, Plant and Equipment

A summary of property, plant and equipment by major category is as follows:

	Water and Sewer Funds (June 30, 1999)	Electric Fund (December 31, 1998)
	$	$
Land and land improvements	254,631	1,002,748
Plant and buildings	5,787,827	12,064,683
Lines	9,421,008	-
Equipment and fixtures	2,364,839	48,085,685
	17,828,305	61,153,116
Less accumulated depreciation	(8,099,577)	(26,947,165)
	$	$
	9,728,728	34,205,951

Note 13. Deferred Compensation Plan

The Town amended its deferred compensation plan such that the plan's assets are now held in trust for the exclusive benefit of participants and their beneficiaries. Since the Town is not actively involved in managing plan assets and in accordance with Government Accounting Standards Board Statement No. 32, Accounting and Financial Reporting for Internal Revenue Code, Section 457, Deferred Compensation Plans, the Town has eliminated the plan assets and related liabilities from its Agency Fund which amounted to $4,602,860 at July 1, 1998.

Note 14. Risk Management

The Town is exposed to various risks of loss related to employee health insurance claims, workers' compensation, unemployment and general liability, property and casualty. The liability for threatened or pending claims or lawsuits against the Town with respect to such risk is not material to the financial statements.

The Town is a member of the Massachusetts Interlocal Insurance Association, Inc. Health Benefits Trust (Health Benefits Trust) currently operating as a common risk management program for employee health claims for participating communities. The Health Benefits Trust assesses premiums which are shared by the Town and its employees. The Health Benefits Trust is self-sustaining through member premiums and reinsures through commercial companies for stop loss insurance.

The Town is a member of the Massachusetts Interlocal Insurance Association Workers' Compensation Group, Inc. (Workers' Compensation Group) currently operating as a common risk management program for workers' compensation for participating communities. The Workers' Compensation Group program is fully insured for which the Town pays premiums.

The Town is self-insured for unemployment benefits. Payments for claims totaling $21,647 were made during the year ended June 30, 1999. The liability for claims filed but unpaid is not material.

Buildings are fully insured against fire, theft and natural disaster to the extent of losses exceeding $25,000 per incident. The Town is insured for vehicle damage and loss and also other general liability with various deductibles per type of claim. During the year, expenditures for claims and judgments, excluding health, workers' compensation and unemployment benefits were $6,885 and were recorded in the general fund.

Chapter 258 of the Massachusetts General Laws limits general liability to $100,000 per claim in all matters except actions relating to federal / civil rights, eminent domain and breach of contract.

Note 15. Postemployment Health Benefits

In addition to the pension benefits described in Note 6, the Town provides postemployment health care benefits, in accordance with State statutes and within the limits provided in Town policy, to employees who retire from the Town. The following limit pertains: Retiring employees who did not have health insurance through the Town when retiring may not obtain it except that within ten years of retirement, they may opt to join the Town's group plan on March 1st of the even numbered years only. Currently 466 retirees, Medicare eligible spouses and surviving spouses are insured through the Town's health insurance plans. The percentage paid by the Town fluctuates based on collective bargaining agreements. As of June 30, 1999, the Town pays 70% of the premiums for medical and hospitalization insurance incurred by pre-Medicare retirees and their dependents. The Town also pays 70% of the premiums for a Medicare supplement for each retiree eligible for Medicare and 70% of the insurance premiums for said retiree's dependents. The Town's share of the total cost for the year ended June 30, 1999, was approximately $821,000.

Note 16. Segment Information - Water and Sewer Funds

Financial segment information as of and for the year ended June 30, 1999, is presented below:

	Water	Sewer	Total
	$	$	$
Operating revenues	2,610,275	3,565,152	6,175,427
Depreciation expense	454,971	195,202	650,173
Operating income	561,333	343,786	905,119
Net income	589,060	367,399	956,459
Property, plant and equipment additions	568,758	160,338	729,096
Net working capital	2,403,104	3,255,721	5,658,825
Total assets	7,630,694	8,309,588	15,940,282
Total equity	7,464,221	7,217,084	14,681,305

Note 17. Landfill Closure and Postclosure Care Costs

The Town's landfill was closed in 1982. State and federal laws and regulations require the Town to place a final cover on its landfill site by November 1, 2000. Those laws and regulations also require the Town to perform certain maintenance and monitoring functions at the site for 30 years after the landfill cover is installed. The Town estimates the landfill closure and postclosure care costs to be approximately $6,000,000 which is included in the general long-term obligations account group in the accompanying balance sheet. This estimate is based on what it would cost to perform all closure and postclosure care in fiscal 1999. The potential exists for changes to the estimates due to inflation or deflation, technology or applicable laws and regulations.

The Town has entered into a ninety-nine year ground lease agreement with Corporex Development Services, Inc. (Corporex) of Cincinnati, Ohio. Subject to certain cost estimates not being exceeded, contamination not being discovered and various state and local permits being issued, Corporex will develop the landfill site. If Corporex proceeds with the project, Corporex will assume the responsibility for costs related to close the landfill and for costs incurred to maintain the developed site. Corporex is also required to make annual contributions, not exceeding $40,000 with some adjustment for inflation, for the costs incurred to monitor the landfill site.

TOWN OF READING, MASSACHUSETTS

Required Supplementary Information
(unaudited)

Disclosures of Year 2000 Issues

The year 2000 problem, which may affect the Town's computer systems and other equipment necessary for continued and uninterrupted operations, is currently being resolved. During the year ended June 30, 1999, the Town expended approximately $50,000 to upgrade its main computer to a year 2000 compliant system. The Town is presently validating and testing the changes made during the conversion process.

In addition to upgrading its main computer system, the Town spent approximately $45,000 during fiscal year 1999 for other acquisitions of year 2000 compliant systems. The Town will spend approximately $30,000 during fiscal year 2000 for the upgrade of systems and new acquisitions.

The Town is working diligently to address the year 2000 problem. However, because of the inherent complexity of the task, the Town cannot guarantee that the year 2000 problem will not cause disruptions in operations or financial activities.

TOWN OF READING, MASSACHUSETTS

Reading Contributory Retirement System

Required Supplementary Information
(unaudited)

Schedule of Funding Progress
(dollars in thousands)

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (b)	Unfunded AAL (UAAL) (b - a)	Funding Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b - a) / c)
	$	$	$	%	$	%
30-Jun-94	22,066	46,152	24,086	47.8	12,596	191.2
30-Jun-95	23,672	51,015	27,343	46.4	12,996	210.4
30-Jun-96	27,107	53,296	26,189	50.9	13,074	200.3
30-Jun-97	34,309	55,906	21,597	61.4	13,635	158.4
30-Jun-98	39,196	65,547	26,351	59.8	14,248	185.0
30-Jun-99	48,158	74,903	26,745	64.3	15,118	176.9

Notes to Schedule

Additional information as of the latest actuarial valuation follows:

Valuation date:	30-Jun-99
Actuarial cost method:	Entry age normal actuarial cost method
Amortization method:	27 years remaining and payments increasing at 1.5% per year
Asset valuation method:	5 year smoothed market
Actuarial assumptions:	
Investment rate of return	8.00%
Projected salary increases	6.00%
Cost-of-living adjustment	Cost of living adjustments granted after July 1, 1998 are the responsibility of the Reading Contributory Retirement System. Adjustments granted from July 1, 1981 to June 30, 1998 are funded by Commonwealth of Massachusetts

TOWN OF READING, MASSACHUSETTS

Reading Contributory Retirement System

Required Supplementary Information
(unaudited)

Schedule of Contributions from Employers

Year Ended June 30	Annual Required Contribution $	Percentage Contributed %
1994	1,865,600	131.5
1995	1,921,600	126.7
1996	1,955,300	134.6
1997	2,012,900	130.6
1998	2,177,800	123.3
1999	2,818,400	101.3

Town of Reading, Massachusetts

Combining Balance Sheet - Special Revenue Funds

June 30, 1999

	School Funds	Sale of Real Estate Fund	Other Funds	Totals
ASSETS				
	$	$	$	$
Cash and investments	430,231	1,943,265	451,824	2,825,320
Due from Northeastern University	11,756	-	-	11,756
Accrued interest	-	18,401	-	18,401
	$	$	$	$
Total assets	441,987	1,961,666	451,824	2,855,477
LIABILITIES AND FUND BALANCES				
	$	$	$	$
Liabilities:				
Warrants and accounts payable	55,255	-	51,531	106,786
Accrued payroll payable	33,231	-	-	33,231
Total liabilities	88,486	-	51,531	140,017
Fund balances:				
Unreserved:				
Designated for subsequent year's expenditures	-	816,371	56,440	872,811
Undesignated	353,501	1,145,295	343,853	1,842,649
Total fund balances	353,501	1,961,666	400,293	2,715,460
	$	$	$	$
Total liabilities and fund balances	441,987	1,961,666	451,824	2,855,477

See independent auditors' report.

Town of Reading, Massachusetts

Combining Statement of Revenues, Expenditures and Changes in Fund Balances -

Special Revenue Funds

Year Ended June 30, 1999

	School Funds	Sale of Real Estate Fund	Other Funds	Totals
	$	$	$	$
Revenues:				
Charges for services	890,824	-	636,211	1,527,035
Licenses and permits	-	-	48,000	48,000
Intergovernmental	1,083,758	-	246,806	1,330,564
Investment income	-	55,345	-	55,345
Other	-	205,075	104,698	309,773
Total revenues	1,974,582	260,420	1,035,715	3,270,717
Expenditures:				
General government	-	-	9,441	9,441
Public safety	-	-	484,434	484,434
Education	2,009,071	-	-	2,009,071
Public works and facilities	-	-	124,689	124,689
Human services	-	-	96,339	96,339
Culture and recreation	-	-	306,376	306,376
Total expenditures	2,009,071	-	1,021,279	3,030,350
Excess of revenues over expenditures	(34,489)	260,420	14,436	240,367
Other financing uses:				
Operating transfers (out)	-	(234,713)	(20,940)	(255,653)
Excess (deficiency) of revenues over expenditures and other financing uses	(34,489)	25,707	(6,504)	(15,286)
Fund balances, beginning of year	387,990	1,935,959	406,797	2,730,746
	$	$	$	$
Fund balances, end of year	353,501	1,961,666	400,293	2,715,460

See independent auditors' report.

Town of Reading, Massachusetts
Combining Balance Sheet - Capital Projects Funds
June 30, 1999

	Highway Projects Fund	Cemetery Development Fund	Park Facilities Fund	Downtown Design Program Fund	Police Station Fund	Coolidge School Renovations Fund	Parker School Renovations Fund	High School Renovations Fund	School Technology Fund	Totals
ASSETS										
	$	$	$	$	$	$	$	$	$	$
Cash (overdraft) and investments	(533,976)	45,746	62,947	(29,279)	2,907,161	5,358,320	59,112	44,344	-	7,914,375
Due from state	745,075	-	-	29,279	-	-	-	-	-	774,354
	$	$	$	$	$	$	$	$	$	$
Total assets	211,099	45,746	62,947	-	2,907,161	5,358,320	59,112	44,344	-	8,688,729
LIABILITIES AND FUND BALANCES										
	$	$	$	$	$	$	$	$	$	$
Liabilities:										
Warrants and accounts payable	210,478	9,279	-	-	576,822	1,128,942	65	300	-	1,925,886
Notes payable	-	150,000	160,000	-	4,400,000	9,000,000	-	-	300,000	14,010,000
Total liabilities	210,478	159,279	160,000	-	4,976,822	10,128,942	65	300	300,000	15,935,886
Fund balances (deficits):										
Unreserved	621	(113,533)	(97,053)	-	(2,069,661)	(4,770,622)	59,047	44,044	(300,000)	(7,247,157)
	$	$	$	$	$	$	$	$	$	$
Total liabilities and fund balances	211,099	45,746	62,947	-	2,907,161	5,358,320	59,112	44,344	-	8,688,729

See independent auditors' report.

Town of Reading, Massachusetts
Combining Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits) -
Capital Projects Funds
Year Ended June 30, 1999

	Highway Projects Fund	Cemetery Development Fund	Park Facilities Fund	Downtown Design Program Fund	Police Station Fund	Business Development Fund	Birch Meadow School Renovations Fund	Joshua Eaton School Renovations Fund	Coolidge School Renovations Fund	Parker School Renovations Fund	High School Renovations Fund	School Renovations Fund	School Technology Fund	Totals
	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Revenues:														
Intergovernmental	593,577	-	-	15,256	-	270,000	-	-	-	-	-	-	-	878,833
Expenditures:														
Capital outlays	593,891	23,738	23,818	15,256	1,934,104	390,692	228,743	146,361	4,490,372	64,506	572,763	700,000	-	9,184,244
Excess (deficiency) of revenues over expenditures	(314)	(23,738)	(23,818)	-	(1,934,104)	(120,692)	(228,743)	(146,361)	(4,490,372)	(64,506)	(572,763)	(700,000)	-	(8,305,411)
Other financing sources:														
Proceeds from general obligation bonds	-	-	-	-	-	-	-	-	-	-	-	700,000	-	700,000
Transfers in	-	50,000	107,000	-	-	-	-	-	-	-	-	-	100,000	257,000
Total other financing sources	-	50,000	107,000	-	-	-	-	-	-	-	-	700,000	100,000	957,000
Excess (deficiency) of revenues and other financing sources over expenditures	(314)	26,262	83,182	-	(1,934,104)	(120,692)	(228,743)	(146,361)	(4,490,372)	(64,506)	(572,763)	-	100,000	(7,348,411)
Fund balances (deficits), beginning of year	935	(139,795)	(180,235)	-	(135,557)	120,692	228,743	146,361	(280,250)	123,553	616,807	-	(400,000)	101,254
	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Fund balances (deficits), end of year	621	(113,533)	(97,053)	-	(2,069,661)	-	-	-	(4,770,622)	59,047	44,044	-	(300,000)	(7,247,157)

See independent auditors' report.

Town of Reading, Massachusetts

Combining Balance Sheet - Water and Sewer Enterprise Funds

June 30, 1999

	Water Fund	Sewer Fund	Totals
ASSETS			
	$	$	$
Cash and investments	1,514,914	2,289,367	3,804,281
Receivables (net of allowances for uncollectibles):			
Deferred charges	1,475	2,962	4,437
Tax liens	35,429	46,842	82,271
User charges	900,000	1,300,000	2,200,000
Special assessments	-	45,867	45,867
Inventory	74,334	364	74,698
Property, plant and equipment (net of accumulated depreciation)	5,104,542	4,624,186	9,728,728
	$	$	$
Total assets	7,630,694	8,309,588	15,940,282
LIABILITIES AND FUND EQUITY			
	$	$	$
Liabilities:			
Warrants and accounts payable	86,144	19,096	105,240
Compensated absences	43,425	2,337	45,762
Deferred revenue	36,904	410,121	447,025
Loans payable	-	660,950	660,950
Total liabilities	166,473	1,092,504	1,258,977
Fund equity:			
Contributed capital	218,028	2,584,927	2,802,955
Retained earnings:			
Reserved	6,463,616	4,242,790	10,706,406
Unreserved	782,577	389,367	1,171,944
Total fund equity	7,464,221	7,217,084	14,681,305
	$	$	$
Total liabilities and fund equity	7,630,694	8,309,588	15,940,282

See independent auditors' report.

Town of Reading, Massachusetts

Combining Statement of Revenues, Expenses and Changes in Fund Equity -

Water and Sewer Enterprise Funds

Year ended June 30, 1999

	Water Fund	Sewer Fund	Totals
	$	$	$
Operating revenues:			
Charges for services	2,610,275	3,543,903	6,154,178
Special assessments	-	21,249	21,249
Total operating revenues	2,610,275	3,565,152	6,175,427
Operating expenses:			
Salaries and wages	594,006	159,270	753,276
Employee benefits	151,616	28,063	179,679
Energy purchases	157,213	19,124	176,337
Intergovernmental	12,258	2,589,875	2,602,133
Depreciation	454,971	195,202	650,173
Other	678,878	229,832	908,710
Total operating expenses	2,048,942	3,221,366	5,270,308
Operating income	561,333	343,786	905,119
Nonoperating revenues (expenses):			
Investment income	28,616	24,142	52,758
Interest expense	(889)	(529)	(1,418)
Total nonoperating revenues (expenses)	27,727	23,613	51,340
Net income	589,060	367,399	956,459
Fund equity, beginning of year	6,875,161	6,849,685	13,724,846
	$	$	$
Fund equity, end of year	7,464,221	7,217,084	14,681,305

See independent auditors' report.

Town of Reading, Massachusetts

Combining Statement of Cash Flows - Water and Sewer Enterprise Funds

Year ended June 30, 1999

	Water Fund	Sewer Fund	Totals
	$	$	$
Cash flows from operating activities:			
Operating income	561,333	343,786	905,119
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	454,971	195,202	650,173
Changes in assets and liabilities:			
(Increase) in accounts receivable (net)	(137,011)	(301,492)	(438,503)
(Increase) in inventory	(2,678)	(364)	(3,042)
(Decrease) in warrants and accounts payable	(21,977)	(179,620)	(201,597)
Increase in compensated absences payable	7,858	901	8,759
Increase (decrease) in deferred revenues	(2,989)	355,942	352,953
Net cash provided by operating activities	859,507	414,355	1,273,862
Cash flows from capital and related financing activities:			
Proceeds from loan	-	660,950	660,950
Acquisition of property, plant and equipment	(568,758)	(160,338)	(729,096)
Principal payments - bonds	(35,613)	(21,175)	(56,788)
Interest paid on bonds	(1,175)	(699)	(1,874)
Net cash provided (used) for capital and related financing activities	(605,546)	478,738	(126,808)
Cash flows from investing activities:			
Interest on investments	28,616	24,142	52,758
Net increase in cash and investments	282,577	917,235	1,199,812
Cash and investments, beginning of year	1,232,337	1,372,132	2,604,469
	$	$	$
Cash and investments, end of year	1,514,914	2,289,367	3,804,281

See independent auditors' report.

Town of Reading, Massachusetts

Combining Balance Sheet - Fiduciary Funds

June 30, 1999

	Employee Retirement Trust Fund	Nonexpendable Trust Funds	Expendable Trust Funds	Agency Funds	Totals
ASSETS					
	$	$	$	$	$
Cash and investments	53,411,884	1,531,209	14,210,300	108,634	69,262,027
Receivables:					
Accrued interest	-	-	143,380	-	143,380
Education loans	-	1,600	-	-	1,600
	$	$	$	$	$
Total assets	53,411,884	1,532,809	14,353,680	108,634	69,407,007
LIABILITIES AND FUND BALANCES					
	$	$	$	$	$
Liabilities:					
Warrants and accounts payable	28,594	-	58,810	3,997	91,401
Other liabilities	-	-	-	104,637	104,637
Total liabilities	28,594	-	58,810	108,634	196,038
Fund balances:					
Reserved for endowments	-	1,532,809	-	-	1,532,809
Reserved for employees' pension benefits	53,383,290	-	-	-	53,383,290
Unreserved:					
Designated for subsequent year's expenditures	-	-	99,890	-	99,890
Undesignated	-	-	14,194,980	-	14,194,980
Total fund balances	53,383,290	1,532,809	14,294,870	-	69,210,969
	$	$	$	$	$
Total liabilities and fund balances	53,411,884	1,532,809	14,353,680	108,634	69,407,007

See independent auditors' report.

Town of Reading, Massachusetts

Combining Statement of Revenues, Expenditures and Changes in Fund Balances -

Expendable Trust Funds

Year Ended June 30, 1999

	Municipal Light Pension Fund	Workers' Compensation Fund	Other Expendable Trust Funds	Totals
	$	$	$	$
Revenues:				
Investment income	418,980	6,838	291,941	717,759
Contributions and bequests	-	-	3,021	3,021
Reinsurance recoveries	-	163,712	-	163,712
Total revenues	418,980	170,550	294,962	884,492
Expenditures:				
Education	-	-	5,075	5,075
Human services	-	-	151,987	151,987
Culture and recreation	-	-	32,922	32,922
Employee benefits	698,615	197,568	-	896,183
Total expenditures	698,615	197,568	189,984	1,086,167
Excess of revenues over expenditures	(279,635)	(27,018)	104,978	(201,675)
Other financing sources (uses):				
Operating transfers (out)	-	-	(14,770)	(14,770)
Excess of revenues and other financing sources over expenditures	(279,635)	(27,018)	90,208	(216,445)
Fund balances, beginning of year	9,017,301	137,775	5,356,239	14,511,315
	$	$	$	$
Fund balances, end of year	8,737,666	110,757	5,446,447	14,294,870

See independent auditors' report.

KPMG

99 High Street
Boston, MA 02110-2371

Telephone 617 988 1000
Fax 617 988 0800

Exhibit I

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Selectmen
Town of Reading, Massachusetts:

We have audited the general purpose financial statements of the Town of Reading, Massachusetts, as of and for the year ended June 30, 1999, and have issued our report thereon dated September 24, 1999. We did not audit the financial statements of the Electric Enterprise Fund, which statements reflect total assets and revenues consisting of 79% and 90%, respectively, of the related proprietary fund types. Those financial statements were audited by other auditors whose report thereon has been furnished to us and our opinion expressed herein, insofar as it relates to the amounts included for the Electric Enterprise Fund, is based solely upon the report of the other auditors. Our report is qualified for the omission of a general fixed asset account group and refers to the Electric Enterprise Fund preparing its financial information in conformity with accounting practices prescribed by the Massachusetts Department of Public Utilities, which is a comprehensive basis of accounting other than generally accepted accounting principles. Our report also referred to the adoption of Statement No. 32 of the Governmental Accounting Standards Board. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Town's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

KPMG LLP KPMG LLP, a U.S. limited liability partnership, is a member of KPMG International, a Swiss association.

Exhibit I
(Continued)

KPMG

The Board of Selectmen
Town of Reading, Massachusetts

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involved in the internal control over financial reporting that we have reported to management of the Town in a separate letter dated September 24, 1999.

This report is intended for the information of elected officials, management and federal awarding agencies and pass-through entities and is not to be and should not be used by anyone other than these specified parties.

KPMG LLP

September 24, 1999

Town of Reading, Massachusetts
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)
General Fund
Year ended June 30, 1999

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	$	$	$	$
General government:				
Selectmen:				
Expenses	2,075	2,065		10
Manager:				
Salaries and wages	89,004	89,002		2
Expenses	8,250	6,985		1,265
Capital outlay	10,000	10,000		
General services:				
Salaries and wages	154,352	151,295		3,057
Expenses	61,900	57,346		4,554
Finance committee:				
Salaries and wages	760	716		44
Expenses	33,060	33,060		
Reserve fund	7,750			7,750
Accountant:				
Salaries and wages	92,732	92,672		60
Expenses	320	131	104	85
Board of assessors:				
Salaries and wages	80,418	80,417		1
Expenses	9,300	8,655		645
Finance:				
Salaries and wages	227,061	226,536		525
Expenses	50,325	48,792	1,493	40
Law:				
Expenses	152,277	120,070	27,977	4,230
Personnel:				
Salaries and wages	40,146	40,144		2
Expenses	43,900	43,006		894
Technology:				
Salaries and wages	75,831	75,830		1
Expenses	109,620	84,593	19,487	5,540
Capital outlay	80,000	33,334	43,752	2,914
Clerk:				
Salaries and wages	42,958	42,955		3
Expenses	1,450	1,263		187
Elections and Registration:				
Salaries and wages	27,755	26,773		982
Expenses	20,280	20,246		34

Town of Reading, Massachusetts
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)
General Fund
Year ended June 30, 1999

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	$	$	$	$
Conservation:				
Salaries and wages	40,195	40,194		1
Community development:				
Salaries and wages	61,831	53,078		8,753
Expenses	11,300	11,300		
Zoning:				
Salaries and wages	1,300	884		416
Building maintenance:				
Salaries and wages	113,121	113,121		
Expenses	278,324	267,093	6,000	5,231
Capital outlay	306,920	43,040	263,880	
Casualty insurance:				
Expenses	93,292	93,292		
	$	$	$	$
Total general government	2,327,807	1,917,888	362,693	47,226
	$	$	$	$
Public safety:				
Police:				
Salaries and wages	2,493,355	2,491,396		1,959
Expenses	224,125	220,084	4,041	
Capital outlay	16,436	15,962	474	
Fire:				
Salaries and wages	2,350,150	2,349,576		574
Expenses	98,320	80,728	16,002	1,590
Dispatchers:				
Salaries and wages	257,236	257,236		
Expenses	23,389	23,003		386
Indemnification police / fire	30,500	30,421		79
Building inspector:				
Salaries and wages	91,093	90,656		437
Animal control:				
Salaries and wages	14,986	14,985		1
Expenses	5,060	5,041		19
	$	$	$	$
Total public safety	5,604,650	5,579,088	20,517	5,045

Town of Reading, Massachusetts
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)
General Fund
Year ended June 30, 1999

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	$	$	$	$
Education:				
School department:				
Salaries and wages	17,939,571	17,137,118	780,843	21,610
Expenses	5,315,929	5,020,043	295,886	
Capital outlay	41,500	18,969	22,531	
Northeast Regional Vocational School District assessment	219,594	219,594		
	$	$	$	$
Total education	23,516,594	22,395,724	1,099,260	21,610
	$	$	$	$
Public works and facilities:				
Public works administration:				
Salaries and wages	95,598	94,543		1,055
Expenses	2,804	2,804		
Engineering:				
Salaries and wages	200,477	199,391		1,086
Expenses	16,808	15,460		1,348
Capital outlay	25,000		25,000	
Highway and equipment maintenance:				
Salaries and wages	582,818	569,717		13,101
Expenses	344,828	308,913	35,915	
Capital outlay	496,600	287,565	209,035	
Waste collection and disposal	899,945	843,594	41,222	15,129
Parks and forestry:				
Salaries and wages	298,226	288,169		10,057
Expenses	60,745	51,111	8,905	729
Capital outlay	17,000	17,000		
Snow and ice control	291,176	291,176		
Street lighting	188,400	185,406	2,994	
Cemetery:				
Salaries and wages	189,363	180,903		8,460
Expenses	30,395	28,400	1,695	300
	$	$	$	$
Total public works and facilities:	3,740,183	3,364,152	324,766	51,265

Town of Reading, Massachusetts
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)
General Fund
Year ended June 30, 1999

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	$	$	$	$
Human services:				
Health:				
Salaries and wages	79,523	77,946		1,577
Expenses	46,141	46,141		
Human services:				
Salaries and wages	47,951	46,888		1,063
Expenses	2,000	2,000		
Elder services:				
Salaries and wages	109,818	107,670		2,148
Expenses	16,146	14,184		1,962
Veterans:				
Salaries and wages	11,109	10,776		333
Expenses	610	610		
Veterans assistance	9,500	8,844		656
	$	$	$	$
Total human services	322,798	315,059		7,739
	$	$	$	$
Culture and recreation:				
Library:				
Salaries and wages	592,842	592,842		
Expenses	146,825	146,825		
Capital outlay	19,345	18,506	839	
Recreation:				
Salaries and wages	48,360	48,175		185
Expenses	3,000	3,000		
Historical commission	1,200	1,191		9
	$	$	$	$
Total culture and recreation	811,572	810,539	839	194
	$	$	$	$
Debt service:				
Retirement of debt	1,565,212	1,565,212		
Interest on long term debt	1,085,055	946,564		138,491
Retirement of bond anticipation note (1)	256,800	257,000		(200)
Short term interest expense and debt issue costs	429,388	481,957		(52,569)
	$	$	$	$
Total debt service	3,336,455	3,250,733		85,722

(1) Classified as other financing use on financial statements.

Town of Reading, Massachusetts
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)
General Fund
Year ended June 30, 1999

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	$	$	$	$
Employee benefits:				
Contributory retirement assessment	2,080,260	2,080,260		
Non-contributory pensions	94,470	94,469		1
Unemployment benefits	23,250	21,647		1,603
Group health and life insurance	2,568,359	2,523,864		44,495
Social security	329,475	329,372		103
Worker compensation	145,604	145,603		1
	$	$	$	$
Total employee benefits	5,241,418	5,195,215		46,203
	$	$	$	$
Intergovernmental:				
County assessments:				
County tax	44,760	44,760		
State assessments:				
Special education	5,339			5,339
Air pollution control	5,901	5,901		
Metro area planning council	5,502	5,502		
Non-renewal excise tax		12,980		(12,980)
CJTC assessment		9,000		(9,000)
Massachusetts Bay Transportation Authority	634,626	622,260		12,366
	$	$	$	$
Total Intergovernmental	696,128	700,403		(4,275)

DEPARTMENT OF COMMUNITY DEVELOPMENT

The Community Development Department includes the Divisions of Conservation, Planning and Inspections. The Assistant Town Manager serves as Department Head. In addition, the Department provides the primary support to the Community Planning & Development Commission, Conservation Commission, Historical Commission, Sign Review Board, Zoning Board of Appeals, Town Forest Committee and Land Bank Committee.

CONSERVATION DIVISION:

The Conservation Division welcomed new Conservation Administrator Karen DeFrancesco who was hired in February, 1999. Karen previously worked for the Town of Burlington as a Conservation Assistant. Joy Mohr assumed minute taking duties for the Division following the resignation of long time Recording Secretary Kathy Morgan. The Town wishes to thank Kathy for her many years of service. Due to several resignations, three new members were appointed to the Reading Conservation Commission: Vincent Falcione, Bethann Matathia and Ronald Tanner. Nancy Eaton continued to chair the Commission with Mark Gillis serving as Vice Chair. William Finch continued to serve as a Commissioner and represented the Commission on the Ad Hoc Water Supply Committee. Harold Hulse resigned as a Commission Member after 20 years of service and will continue as a consultant to the ConCom. The Commission would like to thank him for his dedication and hard work. Leo Kenney was also appointed as a Consultant for an additional year.

In 1999, two Conservation Commission Members completed the Massachusetts Association of Conservation Commissions 8 Unit Conservation Fundamentals Courses. In addition, Commission Members attended the all day MACC Annual Conference on Saturday, March 6 where topics of discussion included wetland replication, stream bank bioengineering, hydric soils, open space protection funding, riverfront area case studies and bordering vegetated wetland delineation.

The Conservation Administrator reviewed and signed off on 319 Building Permits applications, 24 minor projects and performed over 278 site inspections. The Division collected $3,063.50 in filing fees under the Wetlands Protection Act, and $8,177.00 under the Reading Wetlands Protection Bylaw.

Regulatory Activities:

The Conservation Commission was established in 1960 in accordance with the provisions of Section 8C of Chapter 40 of the General Laws of the Commonwealth of Massachusetts for the promotion and the development of the natural resources and for the protection of watershed resources.

During 1999, the Commission received a total of 42 permit applications: 22 Requests for Determination, 15 Notice of Intent filings and 5 Abbreviated Notice of Resource Area Delineations (ANORAD). The Commission held a total of 81 Public Hearings and Public Meetings and performed over 100 site inspections. The Commission issued 78 Decisions including Determinations, Order of Conditions, Order of Resource Area Delineations, Extensions to Order of Conditions and Amendment to Order of Conditions/Plan Changes.

Natural Resources Activities:

The Commission continued to obtain Conservation Restrictions during Public Hearings and through Orders of Conditions. In addition, the Commission continued to work on completing all pending Conservation Restrictions. The Commission completed the Conservation Restriction to the rear of 218 and 224 Salem Street.

Assisted by concerned citizens, the Trust for Public Lands, staff and the Commission, the Town received a $250,000 State Self Help Grant to purchase the last unprotected 8.6 acres of land along the Ipswich River for conservation purposes. This parcel of land connects Lobs Pound Mill Conservation Area to Fairbanks Marsh Open Land Trust Area. In addition, acquisition of this parcel completed the green space corridor ("emerald necklace") along the Ipswich River as specified as a goal in the 1995 Open Space and Recreation Plan.

Finally, the Conservation Commission would like to thank the hard work of Andrew Pearson, who improved the entrance at the Linnea Thelin Bird Sanctuary at the end of Hancock Street as part of his Eagle Scout Project.

INSPECTIONS DIVISION:

The Inspections Division is responsible for carrying out inspectional services on commercial and residential construction in the areas of building, gas, plumbing and wiring. In addition, the Division is responsible for enforcing the Town's Zoning By-Law and providing staff to the Sign Review Board and Zoning Board of Appeals.

	Permits Issued	Inspections	Fees Received
Building	672	1,195	$ 119,657
Wiring	539	879	$ 18,650
Gas/Plumbing	669	805	$ 15,379
1999 Totals	**1,880**	**2,879**	**$ 153,686**

Zoning Enforcement productivity for 1999 included a total of 105 zoning notices sent resulting in $400.00 in fines. The office continues to promote a philosophy of education followed by enforcement.

ZONING BOARD OF APPEALS:

The Zoning Board of Appeals met 22 times in 1999. The ZBA heard and decided on 27 petitions for variances, special permits and appeals. Members are Chairman Chris Vaccaro, Vice Chairman John Coote, Michael Larkin, Susan Miller (Associate), John Jarema (Associate) and Bernard O'Shaughnessy (Associate).

SIGN REVIEW BOARD:

The Sign Review Board held 11 meetings and considered 17 applications for Certificates of Appropriateness. Members are Chairman James Treacy, Vice Chairman Robert McIsaac, Geraldine Varney, Secretary and Leslie McGonagle.

HISTORICAL COMMISSION:

During its 21st year, the Historical Commission helped the Town further its goal of using preservation as a tool for community-building and economic development. Members are Chairman Clayton Jones, Treasurer Roberta Sullivan, Louise Sandberg, Secretary, Wilbur Hoxie, Virginia Adams, and Associate Members Sharlene Santo, Mark Cardono and Jerry Kaper. Here are the highlights for 1999:

1. The RHC worked with the developer of 374 Haverill Street and Town bodies to protect the 18th century house on the site from planned construction of two modern houses and a road. It also assisted the new owners in appreciating and documenting the house. The result will be preservation of a prime specimen of Reading's architectural heritage in harmony with new housing.
2. The RHC worked closely with a community-wide effort for the purchase and preservation of the former Revolutionary War militia training ground, and Ipswich River wetlands area known nominally as Marion Woods (the Mill Street area behind the old tavern). Discovery of 18th century military artifacts from the eight-acre property helped substantiate the historical claim of the property as an 18th century militia site.
3. The RHC wrapped up its important role in the preservation and restoration of the 18th century Foster-Emerson House. The preservation restrictions on the house's deed were registered.
4. The RHC's role in the removal of the old "Rocket" Water Tower was completed with documentation of the structure including photographs and preserved parts.
5. The RHC assisted in the recreation or move of two portions of historic stone walls on Walnut Street, a designated Scenic Road.
6. The RHC presented the Selectmen with a framed and conserved 1854 map of Reading.
7. The RHC lead the effort to replace the Senior Center's asphalt roof with historically accurate slate tiles. The Town successfully gained a State grant for the project.
8. To heighten public awareness of the Town's heritage, the RHC led a historic tour of old homes on upper Pearl Street and Mill Street in April.
9. The RHC made a rare discovery of a unique 17th century carved beam in the 18th century home at 3 Avon Street.
10. The RHC sponsored a regional meeting of Town historical commissions from Stoneham, North Reading and Wilmington, with a speaker from the Mass. Historical Commission. The exchange set a precedent for regional support in preservation efforts.

11. The RHC began work on putting up a website to help spread information on historic homes and preservation activities in Reading.

12. Further work was done to organize the Town's historic archives, including the purchase of a new computer and a scanner, using money from the Preservation Trust.

13. The RHC worked with Downtown planning consultants to minimize the impact of road widening through the Town Common.

PLANNING DIVISION:

The Town welcomed new Town Planner Anne Krieg on April 12, 1999. Anne had previously worked for the Town of Danvers as its principal planner. Prior to the hiring of a new Town Planner, Recreation Administrator Joseph Connelly filled in temporarily as Clerk to the Community Planning and Development Commission.

In 1999, technical assistance was provided in the lease of the Reading Business Park. Research and statements were filed in court regarding the enforcement of the no grandfathering provision for the adult use by-law. A new initiative was commenced to work with businesses and property owners to guide the future of, and improvements to, South Main Street. The Downtown Streetscape Master Plan grant work continued into waiver requests and firming up plan details.

The Development Review Team met thirteen times in 1999 to review development projects for the CPDC as well as discuss projects overlapping departments and divisions. There was Town attendance at five North Suburban Planning Council meetings of the Metropolitan Area Planning Council. Participation in the American Society of Landscape Architects, the American Planning Association and the Massachusetts Association of Planning Directors also occurred in 1999.

Assistance was provided to the Town Manager in a review for a request to participate in a Local Initiative Petition (LIP) for property at 23 George Street. An Emergency Fund Grant from the Massachusetts Historic Commission was obtained with assistance from Elder Services and Public Works. Participation in the Planning for Growth Grant from the Executive Office for Environmental Affairs' Communities Connected by Water initiative continued with the Towns of Wilmington, North Reading and Burlington. Connections were also made with the Department of Housing and Development, the Massachusetts Office of Business and Development, the Massachusetts Bay Transportation Authority and the Division of Conservation Services.

COMMUNITY PLANNING & DEVELOPMENT COMMISSION:

The Community Planning and Development Commission held nine hearings in twenty-one public meetings during 1999. Site Plan Review was conducted on four development projects and six new lots were created under subdivision control. Two modifications to a scenic way were approved with conditions. Members are Chairman Jonathan Barnes (assumed Chairmanship in 1999), Richard Schubert, Michael Flammia, Neil Sullivan and Dick Howard.

The Commission successfully assisted a citizen petition to amend the Zoning By-Law to Town Meeting for the control of agricultural uses less than five acres as a special permitted use. The Commission successfully sponsored a Zoning By-Law amendment to modify the parking requirements for restaurants to relate parking needs to the occupancy and further to add queuing requirements for drive-thru services which also passed Town Meeting approval for enactment. The Commission presented a paper to the Selectmen and to Town Meeting on the planning issue known as mansionization.

The CPDC participated in research and negotiations for two court cases with developers and property owners.

DOWNTOWN STEERING COMMITTEE:

The Committee met eight times in 1999. The Committee prepared a marketing brochure, in concert with the Reading Chamber of Commerce to attract businesses to the Downtown as part of their revitalization strategy. The Committee presented a strategy paper for improvements and expansions to parking provisions for the Downtown area. Work continued on the detailed review of the Streetscape Master Plan and on a Timed Parking Analysis.

LAND BANK COMMITTEE:

The Land Bank Committee continued to meet in 1999. The Land Bank Committee continued to be chaired by Ben Nichols. The Land Bank Committee holds extensive documents and records regarding property in the Town. Members are Chairman Ben Nichols, Vice Chairman George Perry and Edward Smethurst.

METROPOLITAN AREA PLANNING COUNCIL:

The Metropolitan Area Planning Council (MAPC) is the regional planning agency that serves 101 communities in the Metropolitan Boston Area. It was created by an act of the State legislature in 1963 and has been serving its communities in a variety of ways since that time. The Council is composed of one representative from each of the 101 communities appointed by the CEO's of each of these cities and towns. In addition, there are 21 gubernatorial appointees and 14 agency (such as the DEM, Mass Port and MBTA) appointees on the Council. The 25 member elected Executive Committee meets 11 times a year. The full Council meets three times a year. Meetings are held at various localities throughout the region.

In order to serve its communities better, MAPC has organized eight subregions. These groups are composed of representatives from the member communities and a MAPC staff planner. The subregions meet on a regular basis to discuss and work on issues of local concern. Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester and Woburn are the North Suburban Planning Council (NSPC). The NSPC met seven times during 1999 with most meetings primarily focused on transportation. As with the other subregions who went to a schedule of bimonthly meetings, NSPC experimented with publishing a newsletter, "North Suburban Notes" to keep members informed about important subregional issues. This newsletter was discontinued when NSPC resumed meeting monthly.

NSPC members worked to develop a process for reviewing and prioritizing projects on the TIP. Following presentations from each community on the merits of the projects and group discussion, NSPC reached a consensus on project priorities. Eleven projects were ranked as high priority and seven were rated as medium priority. The remaining ten projects were deemed low priority. Route 62 was recognized as a significant regional corridor and projects in several communities were among those rated as high priority. These priorities were forwarded to the MPO so that subregional needs can be taken into consideration when future drafts of the TIP are developed.

In September, NSPC began to develop a FY 2000 work program that would add land use topics back to a schedule that had been almost exclusively transportation. The work program was adopted in October and elections were held for officers.

On behalf of three communities in the NSPC region (Stoneham, Winchester and Woburn), MAPC secured a grant from DEM to develop a website to be used as an outreach tool for the Tri-Community Bikeway/Greenway project.

On the region wide scale, MAPC is involved with so many programs and issues that it is not possible to mention them all. However, the following list should give some idea of the breadth of activities, responsibilities and challenges the agency has met over the past year.

Buildout Analysis Projects:

MAPC is continuing its work with local communities on Buildout Analysis. Last year, MAPC developed a GIS methodology for these community buildouts. This work came to the attention of EOEA who saw it as a good tool to help communities focus on their local growth potential. Subsequently, EOEA decided to fund buildouts for all Massachusetts communities. They have contracted with MAPC and other agencies to do the work. Everyone is using the MAPC methodology. MAPC expects to complete 47 buildouts this fiscal year. The work on the remaining communities will be done the following year.

The purpose of a buildout study is to create an approximate "vision" in quantitative terms of the potential future growth permitted and encouraged by a community's bylaws. Using maps, a buildout analysis can describe the level, type and location of such potential future growth. The result is only an estimate of a possible future for the communities but it helps residents and public officials to develop an understanding of the implications of current zoning regulations. If the level or type of potential future development shown in the buildout analysis is not consistent with the community's goals or vision for the future, the resident may choose to make appropriate changes to the regulations.

Regional Service Initiative:

MAPC has worked with local officials to establish three consortia in the North Shore, the North Suburban and the South Shore areas. The groups have applied for State funding but at this point, the project is supported totally by local funds. The North Shore and North Suburban are sharing the services of a Regional Coordinator who has an office in Salem State College. The South Shore has a part-time Coordinator who works out of the Hingham Town Hall. Initially, Regional Coordinators will concentrate on joint purchasing of supplies and services. These joint purchases are expected to show immediate and significant savings.

Municipal managers have expressed interest in regional human resources services including training. Gradually, many other municipal services will become likely candidates for regional delivery approaches.

Southeastern Massachusetts Vision 2020:

MAPC is continuing its work with the Old Colony Planning Council and the Southeastern Regional Planning and Economic Development District on the initiative to address uncontrolled sprawl and improve management of the rapid changes occurring in this region of the Commonwealth. The project recognizes that important choices lie ahead for the communities of Southeastern Massachusetts, and that a clear vision for the future will lead to more effective decision making.

The group has prepared a report -- Vision 2020: An Agenda for the Future. This report deals with the facts, trends and issues confronting the region, ending with a strategy for action. The report was finished this Spring. The committee is now making the contents of the report known throughout the region by the way of a slide show.

Comprehensive Economic Development Strategy:

MAPC is responsible for producing a Comprehensive Economic Development Strategy (CEDS) for the Boston region in order to meet the requirements of the Federal Economic Development Administration (EDA).

MAPC communities have this opportunity to identify an economic development vision, and an action plan and implementation steps which include local and regional priority projects. The completed CEDS will be the blueprint for future economic development projects and funding from a wide variety of public, non-profit and private sources. The strategy will also address economic development related issues such as transportation and housing projects and the environmental impacts of development.

I-495 Initiative:

Through the I-495 Initiative, MAPC continues to work cooperatively with the Massachusetts Technology Collaborative, legislators, and companies and communities near the fast growing I-495 Corridor. The project is funded in part by the U.S. Department of Economic Development.

The goal is to develop innovative solutions to the challenges of growth, business competitiveness, local fiscal stability and resource protection. This year, the Initiative hosted its second major regional conference, achieved $250,000 in Federal funding for a regional transportation study and ride sharing incentives, began a web-based clearing house and virtual technical assistance center, assisted in the formation of a six-community Assabet River Consortium, and facilitated public-private dialogue about alternative technologies, reverse commuting and more predictable permitting.

Welfare to Work:

MAPC is the grant recipient of a U.S. Department of Labor Welfare-to-Work Grant. MAPC brings an innovative and collaborative approach to assisting low-income job seekers overcome systemic transportation barriers. By linking employers, workforce development agencies and transportation providers, the project has improved access to existing mass transit, identified major employment centers that lack access, and offered innovative support where public transportation is not feasible. MAPC has convened a unique collaboration that provides employment transportation for low-income communities.

Metropolitan Affairs Coalition:

MAPC is serving as the staff of the Metropolitan Affairs Coalition (MAC). MAC grew out of the Challenge to Leadership, a twelve year effort initiated by Cardinal Law. Church leaders along with business, labor, academic, public sector and other non-profit organizations help define a civic agenda for the city and the region. The MAC is designed to give a depth and an on-going presence to issues that have a metropolitan scope. The initial issue that the MAC is addressing is housing in the metropolitan region.

DEPARTMENT OF GENERAL SERVICES

BOARD OF SELECTMEN:

Selectmen Sally Hoyt and George Hines were re-elected to their fourth three-year terms as Selectmen. Selectman W. Bruce MacDonald submitted his resignation from the Board of Selectmen in May of 1999. A Special Election was held on September 14, 1999 to fill his position, and Matthew Cummings was elected to his first term as Selectman.

Personnel and Volunteers:

In the area of personnel, the Selectmen approved the Union contracts for the Police Officers, Police Superior Officers and the Engineer and Water Treatment Plant Unions. The Selectmen also approved the Pay and Classification Plan for non-union employees and the revised Personnel Policies.

In January of 1999, the Board of Selectmen appointed an Ad Hoc Water Supply Advisory Committee to review the options of water supply for the Town. A new Open Space Advisory Committee was appointed to update the Open Space and Recreation Plan for the Town. The membership on the Water and Sewer Advisory Committee was increased from three to five members. The Selectmen decreased the membership on the Cable TV Advisory Committee from seven to five members and changed the School Department representation from two to one member. The membership on the Cultural Council was decreased from twelve to seven members. The Selectmen also made amendments to the policy establishing the Solid Waste Advisory Committee, and disbanded the policy on the Hazardous Waste Advisory Committee.

Environmental:

A Stage 2 Water Conservation Program continued throughout 1999. In April of 1999, the Board of Selectmen approved the elimination of preferential billing of second water meters for equity and conservation purposes.

The Ad Hoc Water Supply Advisory Committee made recommendations to the Board of Selectmen to continue taking water from the Ipswich River, supplemented by purchasing water from the MWRA and by aggressive conservation.

Community:

The Town Millennium Committee put together an outstanding community celebration for December 31st and January 1st. It was well attended and proved to be a great family event celebrating the Millennium.

The much-hyped Y2K bug did not have an effect on Reading. Through staff in every Department, and spearheaded by Technology Coordinator Bill Connors and Fire Chief and Emergency Management Director Don Wood, the Town was very well prepared, and had no problems with the transition of our little corner of this computer driven society in turning over to 1-1-00.

The Selectmen held a hearing on continuing to lease space on the Auburn Street water tank to Lucent Technologies and Omnipoint for cellular communication equipment. No action was taken by the Board of Selectmen, and both companies remained on the Auburn Street water tank.

In August of 1999, the Town was notified by the Department of Justice of a notice of discrimination complaint filed by a Federal Drug Enforcement Agent against the Reading Police Department. This complaint resulted in diversity training for staff and elected officials of the Town of Reading. The Department of Justice conducted an investigation which was finally concluded in December, 1999 and found the complaint unsubstantiated.

In November of 1999, the Board of Selectmen approved the merger of AT&T and Media One for cable TV service in Reading. Media One continues to own and operate the system with AT&T Corporation as its ultimate parent company.

The Board of Selectmen was also educated on the LIP and HOP Programs for affordable housing through the Department of Community Housing and Development. The Selectmen declined to support a LIP Program request for a comprehensive permit to construct 17 condominium units at 23 George Street.

The Selectmen approved a comprehensive permit for the Reading Housing Authority to construct a two family affordable housing residence on the lot located at the intersection of Wilson Street and Pleasant Street.

A Special Town Meeting in December, 1998 approved an addition to the Barrows School, and the construction of a new school on the "Dividence Road" site. Under Reading's Home Rule Charter, a petition to place the decision on the ballot was successful, and a Special Election was held in January, 1999. At that election, the voters approved the Barrows School project, and rejected the Dividence Road school project. In November, 1999, the School Building Committee took the Dividence Road project back to Town Meeting, and Town Meeting approved the project. Another petition was successful and a Special Election was called by the Board of Selectmen for January 11, 2000.

Real Estate:

On June 22, 1999, the Board of Selectmen signed a 100 year lease with Corporex for development of the landfill site. In December of 1999, Corporex proposed revisions to the initial deal because the cost of their plan was too expensive. The Board of Selectmen rejected the modified financial arrangement.

On November 30, 1999, the Board of Selectmen signed a Purchase and Sales Agreement with the Trust for Public Lands for the purchase of eight plus acres of land on Mill Street known as Marion Woods for $800,000. The Town received a grant for $250,000 from the State towards the purchase of this property.

On December 7, 1999, the Board of Selectmen, on behalf of the Reading Housing Authority, signed a Purchase and Sales Agreement for the property at 75 Pleasant Street in Reading. The Housing Authority will renovate the house on this property for affordable housing, and a portion of the property will be sold to the Town for use as municipal parking.

The construction of a 20,000 square foot Police Station at 15 Union Street continued throughout 1999. It is scheduled to open in February of 2000. The old Police Station on Pleasant Street will be demolished, and the property will be used for municipal parking.

Transportation Improvements:

Route 129 underwent extensive reconstruction during the majority of 1999. This project is being done by the State, and will be completed in the first half of 2000.

The design of the West Street intersection with Summer Avenue and Willow Streets was reviewed by the Selectmen. The Selectmen approved the design that creates a three way signalized intersection with West Street being the main through movement.

The State has finally given a notice to proceed on the reconstruction of three intersections on Main Street – South Street, Forest Street and Franklin Street. Construction should be under-way in 2000.

Application has been made to the Massachusetts Highway Department for waivers of the improvement of Main Street from Charles to Washington. This is part of the Town's initiative to improve the Downtown area of Reading. It is anticipated that we will hear news on the waivers in the first quarter of 2000, and will then be able to move forward with the final design of the project.

After considerable controversy, the Walnut Street improvement project has been completed, and this street is now an asset to the entire community and to the neighborhood.

Financial Issues:

The Board of Selectmen working with the FINCOM and the School Committee continues to deal with difficult financial times. The FY 2000 Budget was adopted following modest reductions because of less than anticipated State aid. Reading's legislative delegation was successful in getting additional State aid, and the budget was amended in June to add back some of the reductions. When the State budget was finally adopted in November, 1999, five months late, additional State aid was forthcoming, and these funds will be spent on SPED cost overruns and banked for future needs.

The FY 2001 budget presents a daunting challenge also as the demand for services and increased expenses, particularly in the area of Education and Capital needs, outstrips the Town's financial ability to pay. The Board held several joint meetings with the FINCOM and the School Department to review options and strategy, with the probability of a Proposition 2 ½ override on the horizon for FY 2002 and 2003.

Conclusion:

As always, this has been an extraordinarily busy year in Reading. The number and variety of issues that the Town faces is great. The ongoing strength of the community is the way in which it comes together to make decisions, and then moves forward as a community.

TOWN CLERK:

Elections:

A Special Election was held on January 27, 1999 to decide whether or not to uphold Town Meeting action under Articles 4 and 5 of the Subsequent Town Meeting of 1998 relative to school projects. The voters overturned Town Meeting action. In addition to the Local Election held on March 23, 1999, a Special Election was held on September 14, 1999 to fill a vacancy on the Board of Selectmen resulting from the resignation of W. Bruce MacDonald. Voter turnout:

Special Election – January 27, 1999:	34.64%
Local Election – March 23, 1999:	10.5%
Special Election – September 14, 1999:	6.4%

Board of Registrars:

Robert Cusolito was appointed to the Board of Registrars in July to fill an existing vacancy and joined current members William Hancock, Gloria Hulse and Town Clerk Cheryl Johnson. The members of the Board helped to register new voters and offered assistance to voters on election days.

Census:

The Annual Town Census was conducted in January, entirely by mail, with a total of 8600 forms mailed to residences.

The local census assists Town Clerks in putting together the Street List (resident book) and the Jury List. Major functions served by an annual local census are:

- Information collected for municipal purposes
  - School needs
  - Growth and planning needs
  - Resident identification for Police and Fire
  - Collection of dog information
- Information for the Jury Commissioners
- Determining inactive voter status for voter purge as required by the National Voter Registration Act.

Town Meeting:

The Annual Town Meeting in April was completed in three sessions, approving a budget for Fiscal Year 2000 in the amount of $52,687,589. An amendment to the General Bylaws was passed changing the date of the Local Election and first session of Town Meeting.

A Special Town Meeting was held in June to amend the FY 2000 Municipal Budget and to amend the Capital Improvements Program – FY 2000–FY 2009. The acquisition of open space on Mill Street was also approved.

The Subsequent Town Meeting in November was completed in two sessions approving Zoning By-Law changes, and again authorizing the construction of a new school on Dividence Road. A referendum petition was then circulated among the voters in Town and enough signatures were collected to call a Special Election in January in which the voters will decide whether or not to uphold the vote of Town Meeting. At least 20% of the eligible voters must vote in the election to overturn a vote of Town Meeting.

Vital Statistics and Licensing:

During the calendar year 1999, the following Vital Statistics were recorded in the Town Clerk's Office:

Births - 299 **Marriages** - 105 **Deaths** - 224

Also issued were 1693 dog licenses, 164 business certificates, 29 renewals for underground storage tanks and 47 cemetery deeds.

A total of 745 Fish and Wildlife licenses and stamps were issued during the year for a total of $9,575.85. Of this total, the Town retained $165.60.

Total receipts collected in the Clerk's Office for the calendar year 1999 amounted to $49,578.61.

TOWN COUNSEL:

During 1999, H Theodore Cohen, Cheryl A. Blaine, Barry P. Fogel, Nancy Kaplan and Matthew E. Mitchell, all of the firm of Keegan, Werlin & Pabian, LLP provided legal services to virtually every officer, board, department, commission and committee in the Town of Reading. As has been the case in recent years, real estate, litigation and land use issues dominated the demand for legal services, with real estate matters again predominating.

With regard to real estate, the largest matter was the negotiation of a Letter of Intent and long-term Ground Lease with Corporex Development Services, Inc. for the development of the former landfill and the related permitting issues regarding closing the landfill.

In other matters, the Town participated in a swap of land in North Reading on behalf of the Reading Municipal Light Department, conveyed property on Wilson and Pleasant Streets to the Reading Housing Authority, acquired conservation land at 57 Mill Street, acquired land at 12-14 Brande Court, and initiated and participated in the acquisition of property at 75 Pleasant Street by the Reading Housing Authority.

In addition, there were lengthy hearings regarding the Local Initiative Program/Comprehensive Permit for land on George Street, revisions to the Town's Zoning By-Laws for agricultural use, and continued involvement with the development of the new Police Station and parking site specifically with regard to bidding, construction contracts and the granting of an access easement.

With regard to litigation, the Town's lawsuit against Video Expo continued with regard to the Town's Adult Use Zoning By-Law, the Town's litigation against Thomas Goddard/Eric's Greenhouse continued with regard to a 1988 Agreement For Judgment and with regard to alleged violations of the Town's Wetlands By-Law, and Sprint Spectrum's lawsuit against the Town continued with regard to the denial of a license for antennas on the Town's Water Tower.

The Town's involvement in the appeal of P&S Convenient Store's suit challenging the Massachusetts State Lottery Commission's action in revoking/denying a Keno license resulted in the Commission's denial of the license being upheld. Several appeals against the Town's Board of Appeals have been heard or resolved most notably with regard to the issue of access and frontage from a cul-de-sac, the validity of several special permits and the validity of the section of the Zoning By-Laws relating to the alteration of nonconforming structures.

Litigation against the Conservation Commission and the Community Planning and Development Commission relating to Marion Road was terminated as a result of the acquisition of the Mill Street property, and other litigation against the Conservation Commission relating to challenges to the Wetlands By-Law also have been dismissed.

The Town resolved a suit arising from the alleged tortious actions of a former Police Officer and resolved a sexual harassment and discrimination claim which was being brought against the Town in the Massachusetts Commission Against Discrimination.

Litigation is also pending with regard to alleged contamination coming from the Town's Public Works facility, and a length proceeding involving the Contributory Retirement Board and a former employee of the Municipal Light Department is currently on appeal from a decision upholding the Retirement Board's position.

We have represented the School Department in numerous matters relating to referenda questions, the leasing of space in the High School, public records, the open meeting law, the conflict of interest law, personnel matters, and construction issues relating to the Coolidge School, the Barrows School and the proposed Dividence Road School site.

As always, it was a busy and exciting year.

READING HOUSING AUTHORITY

The Reading Housing Authority had a very successful year. It was a year of new beginnings and cooperative ventures. The Board and the Town worked together successfully to acquire the property at 75 Pleasant Street, and protect the town's interest for future possibilities for a Town-owned parking area.

Senator Richard Tisei and Representatives Brad Jones and Paul Casey worked diligently to secure the funding for new replacement windows at the Tanner Drive development. This development was originally constructed in 2 phases, the first in 1963 and the second in 1967. The windows have had serious problems and the new window units should be a much needed improvement for the safety and well-being of the tenants. This development has just completed a water conservation program and replaced toilets and faucets with new water saving models.

The Board has also been in negotiations with the Marriott Corporation regarding the required linkage for the assisted living facility that Marriott will build on West Street. The agreement is under final review, and the commencement of construction by Marriott is expected in Spring, 2000.

The Reverend Robert K. Sweet, Jr. is the current Chair of the Board of the Reading Housing Authority. Other Members of the Board are Timothy Kelley, Donald Allen, Jean Galvin, Mary Connors and Associate Member, Karen Flammia. Margaret K. Plansky is the Executive Director.

The Authority operates the following programs:

Elderly/handicapped	Frank D. Tanner Drive	80 units
	Old Reading Schoolhouse	4 units
Family Housing	Waverly Oaks	6 units
	Parker Place	4 units
	Hillside	6 units
	Gazebo Circle	3 units
	75 Pleasant Street	2 units (under rehab)
	Pleasant/Wilson Street	2 units (pre-construction)
Special Needs	Bancroft House	8 units
Rental Assistance	Section 8 Federal Assistance	125 units
	Mass Rental Voucher	2 units

The Authority acquired the deed to the lot at Pleasant/Wilson Street and proceeded through the Conservation Commission approval process. The Authority had an order issued which was appealed and eventually the Department of Environmental Protection issued a superceding order and construction has commenced on this development. The Board looks forward to working with the neighborhood during the construction phase.

The Authority continues its success with the Family Self-Sufficiency Program which assists families in gaining greater financial freedom and security. The Authority has worked with the Unitarian Church. Members of the Church prepare a "Welcome to Work" basket for those participants going back to work. The gifts assist the family during that first month of transition with certificates for gas, food coupons and other items to help ease the confusion and expenses. The baskets have been warmly received and greatly appreciated by the families as they work with new schedules for day care, travel, work and family responsibility.

The Authority is working with the YMCA on the Adult Basic Education Program and serves on its advisory and planning committee. A new initiative between the Authority and the School Department has brought a high school student to work in the office after school. The Authority has an agreement with AARP and contracts for one employee through their program.

The management and financial audits recently conducted affirm the continual high performance of the administrative, financial and maintenance programs of the Authority. We are grateful to the dedicated and diligent efforts of the entire staff. We look forward to another year of promise and challenge.

READING HOUSING AUTHORITY

(The Reverend) Robert K. Sweet, Jr., Chairman
Timothy J. Kelley
Donald C. Allen
Jean H. Galvin
Mary Connors
Karen Flammia, Associate Member

HUMAN SERVICES DEPARTMENT

HUMAN SERVICES:

The Department of Human Services includes the Divisions of Health/Weights and Measures, Elder and Human Services, Recreation, and Veterans Services. The Assistant Town Manager, Russell Dean, serves as Department Head. The Department's mission is to coordinate services and programs that will enhance the Town residents' quality of life, through educational opportunities, sharing of information and resources, supportive environments, and referral to appropriate agencies that will assist people in making effective decisions.

ELDER AND HUMAN SERVICES DIVISION:

The mission of the Division of Elder and Human Services provides services, activities and educational opportunities for Reading residents age 60 and over, and also works with the adult children or friends of elders who have questions about gerontological concerns. Assistance is given to families and individuals under the age of 60.

The Division is committed to providing information enabling citizens to make decisions regarding their well being and quality of life. This past year, Reading Elder Services organized, co-led or participated in 183 programs that directly benefited our community, averaging 15 programs a month in addition to daily activities.

Daily activities include Meals on Wheels, grocery shopping, noon-time lunch at the Center, information and assistance with problems, recreation events, class lessons, organizing volunteer opportunities, and transportation to appointments, activities, errands and the Center.

Additional daily choices include:

Monday	Tuesday	Wednesday	Thursday	Friday
Movies	Bingo	Watercolor	Oil Painting	Free & Sober*
Whist	Billiards	Billiards	Billiards	BEST: (Balance
Cribbage	Health Proxy	Arthritis*	Fix It Shop	Energy
Mending	In~Town Walkers	Low Vision*	Ceramics	Strength
Alzheimer*	Movies	Bridge	Firehouse Chat	Training)
Bridge	Bridge	Radio Club	Scuttlebutt*	Good Food ~
Tai Chi	Family History	Line Dancing	Bridge and chess	Good Results*
		Knitters	Foot Clinic	
			In~Town Walkers	

* Support and Education Groups that meet weekly are Free and Sober AA, bi-weekly meetings of the Alzheimer Caregiver's group, and monthly meetings of Arthritis, Low Vision and Scuttlebutt veterans group and Good Food~Good Results nutrition group. An additional group is SPICE (Seniors **P**olice **I**n **C**ooperative **E**fforts).

Examples of the programs included telemarketing, Week of Caring community effort, crime, fraud and scam prevention, Y2K information, Medicaid and long term care insurance, property tax exemptions, consumer assistance, health issues, Health Care Proxy workshops,

community health fair, financing long term care insurance, Registry of Deeds Homestead Act workshop, fire prevention at home and work, home security devices, pharmacy costs program, and workshop on durable power of attorney.

Elder Services staff does workshops for the Massachusetts Crime Prevention Officers School on understanding elderly issues. SHINE (**S**erving the **H**ealth **I**nformation **N**eeds of **E**lders) assists people with Medicare and related health insurance questions and trained volunteers are available each week. The Property Tax Work Program continues to match residents with Municipal and School Departments that need help with short-term projects.

The support and education groups present information at their meetings. Topics include Understanding Disabilities, relaxation techniques, crime prevention awareness for people with low vision, a two part series on the latest arthritis research and numerous subjects relevant to veterans.

Educational classes, programs and support groups are held at the Center. The oil painting and watercolor classes are held at Tannerville. Teachers are paid directly by the students.

New activities this year include the book discussion group, the Amateur Radio License classes, weekly Tai Chi and line dancing classes, the mending program three Mondays a month, twice a week In~Town Walkers and the Millenium Quilt project.

The Social Worker addresses critical needs and concerns. Assistance covers crisis intervention, case management, housing questions, intergenerational disputes, self neglect, loneliness, nursing home placement, eligibility screening for State and Federal services, information and referral, resource development, and coordination with area medical and social service agencies. Assisting relatives and friends of elders is an important aspect of this program. The Social Worker made 2207 contacts with 1165 persons this past year to address those needs and concerns. The Social Worker and a volunteer nurse practitioner lead a bi-monthly support group for caregivers of people with Alzheimer's Disease or related dementia.

The van transportation program provides an important service for senior citizens that no longer drive their own car, never did drive, or cannot afford "public" conveyances. Transportation is offered for medical appointments, local shopping and Elder Services sponsored activities. The van made 4,290 one way trips transporting 755 people.

The Administrator made 692 contacts to assist younger members of our community with questions about housing, financial difficulties, family situations and employment. The Administrator made 1,598 contacts regarding elder concerns and programs.

The Shopping Assistance Program aided 23 homebound persons who lack the ability to do their own shopping. The client provides the shopping list and the money to purchase groceries and medicines. The Shopping Coordinator made 420 contacts to facilitate this program.

The daily nutrition program is provided through cooperation with Mystic Valley Elder Services, Inc. (MVES). MVES also provides assistance with homemakers, home health aides, legal services, protective services, information and referral and respite care.

A Meal Site Manager, whose salary is paid by MVES, supervises the noontime nutrition program. Meals totaling 4,567 were served. An average of 45 people each month participate in the lunch program. Socialization is an important component of the nutrition program.

The Meals on Wheels Coordinator oversees 35 volunteer drivers who deliver a hot meal to a client's home at noontime. A total of 19,513 meals were delivered this past year, averaging 87 people per month. The roster of participants changes, as people become well enough to prepare their own meals, as compared to the people who continue to receive assistance. Elder Services staff, medical personnel, MVES case managers, and/or concerned family members or neighbors refer clients.

Meal delivery includes evening meals, frozen meals for the weekend and twelve clinical diets. The clinical diets include heart, no concentrated sweets, diabetic, low or high fiber, low lactose, renal, pureed or special diets.

The Coordinator of Volunteers organizes volunteers who perform community services for our older population. The annual Volunteer Reception for 200 volunteers recognizes the contributions made by Reading citizens for Reading citizens. The townwide Week of Caring raises awareness of the needs of our older neighbors. Intergenerational projects continue to be an important teaching tool for cooperation among the generations. Students do yard work, snow shoveling and develop pen pal contacts with many Reading residents. Coordination of scouting and campfire groups yields approximately 60 children each month who make cards, tray favors and baked goods for the enjoyment of many people. Seniors went to the schools to discuss careers and events from their youth.

Volunteers are an integral part of Elder Service programming. Volunteers assist with income tax, Meals on Wheels delivery, medical escorts, class instructors, office volunteers, gardeners, program leaders, meal site workers, bingo, recreation opportunities, greetings cards, shopping volunteers, Summerfest Strawberry Festival, Medicare/medigap insurance billing assistance, Fix-It, Knitters, Center receptionists, telephone reassurance, support group leaders and committees.

The local access cable company broadcasts the Motion to Music exercise class three days a week. The National Association of Retired Federal Employees holds its monthly meetings at the Center.

The Senior Citizen Property Tax assists qualified residents with their property tax bills by working in Municipal and School Departments. The workers "do those short time projects that regular staff never has time to complete because of other priorities." Several completed projects have given workers the opportunity to learn more about community government. Examples of projects include assistance with mass mailings, monitoring of Imagination Station during the Summer, overseeing the compost area during the week, projects in the Town Clerk's Office and assistance at the Library. Participants offer very favorable comments about this program.

Many individuals and organizations have generously supported the Elder Services' agenda by providing money, gifts and in-kind services. Individuals and organizations have given hospital equipment, postage stamps for the "sunshine card" program, flowers, plants, books, clothing, food, knitting supplies, games, magazines, gift certificates, food baskets and gifts.

This Division coordinates the Adopt-A-Family holiday programs.

RECIPIENTS	ADULTS	CHILDREN	SENIOR CITIZENS
Thanksgiving Food	132	106	62
Christmas Food	137	111	62

DONORS	INDIVIDUAL OR FAMILIES	BUSINESSES OR ORGANIZATIONS
Thanksgiving Food	41	45
Christmas Food and/or gifts	99	55

This year's donors included several Reading businesses and out-of-town businesses that employ Reading residents. Twelve Brownie and Scout Troops participated, two senior resident complexes, three nursery schools, ten church groups, DARE and five schools. This program is a highlight of the year for the participants and the staff and volunteers. "Thank you Donors" for making the program a success.

The Elder Services Revolving Fund covers emergency situations for which people age 60+ do not have financial resources. The Shopping Revolving Fund pays travel reimbursement to the Shopping Coordinator. The Human Services Revolving Fund is for people under age 60 who do not have financial resources for emergency situations.

The Shopping Assistance Revolving Fund received $740.00. Expenditures for travel reimbursement totaled $380.60. The Executive Office of Elder Affairs' Formula Grant pays the Shopping Coordinator's salary.

The Elder Services Revolving Fund received $2948.21 and expended $717.37. Special donations were received from the Reading Fire Fighters Association, Reading Patrolmen's Association, 128 Ford, Reading Cooperative Bank, Nazarene Church, Free and Sober Support Group, Young Women's League, Reading Youth Softball and memorial gifts. Expenditures were for heating oil, medical supplies and the holiday food baskets.

The Human Services Revolving fund received $131.62 from the Textile Recycling Project and expended $340.72 for burial expenses and medical supplies.

Marie Ammer, L.C.S.W., was hired as the Elder Services Social Worker on March 15, 1999 after a three-month hiatus without a Social Worker. Marie Patterson resigned as Meals on Wheels Coordinator on June 30, 1999. Sharon Thomas began as Meals on Wheels Coordinator on July 12, 1999. Ruth Burbine resigned as Elder Services Principal Clerk on August 20, 1999. Eileen Arsenault began as Principal Clerk on August 23, 1999. Richard Anderson became an Associate Council on Aging Member in September, 1999. Other Council on Aging Members for FY 1999 are Chairman Mary Andreola, Vice Chairman Dot Foxon, Gay Williams, Secretary, Gladys Cail, Elizabeth Cronin, Elizabeth Moore, Joanne O'Brien, Edwina Kasper, Joanne Woolridge, David Brigham, Richard Anderson (Associate).

HEALTH DIVISION:

The mission of the Board of Health is to improve the health and well being of Reading citizens, and to protect the environment from pollution and damage. The Division, under the direction of the Board, develops new programs and services to respond to health issues as they arise. The accomplishment of these programs is done in collaboration with other town departments, local agencies, the Massachusetts Department of Public Health and Department of Environmental Protection.

During 1999, the Division and the Board experienced a year of personnel changes. The support staff position was filled after a ten week vacancy. Cynthia Richards resigned her Board position after her successful term expired. Her replacement, Colleen Hennessey Seferian, RN, MPH, was appointed and has been trained and certified by the Massachusetts Association of Health Boards. Mrs. Seferian joins Board Members Nancy Carlson and Chairman James J. Nugent, Jr.

The Health Division continues its role as liaison to the Substance Abuse Prevention Advisory Council. Chairman, John Costigan, and the sixteen member council have presented and sponsored twenty successful educational programs within the school community and in the community at large. Through grant writing efforts, the high school and middle school level peer leadership programs (60 students) as well as the Athletes for a Healthy Lifestyle (100 students) have had 25 programs and more than 100 participants. The high school peer leaders completed the first student generated harassment booklet which they present to every freshman.

The First Annual Violence Prevention Workshop was planned and held in May, National Violence Prevention Month. For those in attendance, the conference was a success. A task force was generated from the conference to plan the next conference in May, 2000.

The Townwide Drug Free Week's mission is to offer a clear and consistent message to stay drug free. The theme of the week is "Healthy People for a Healthy Community." The focus of the week is family fun ***without*** the use of tobacco, alcohol or other drugs. During Drug Free Week, the Health Division presents a Health Fair with 62 exhibitors. The exhibitors offer information, health screenings, demonstrations and referrals. More than 2700 people participated in the Fair. It was a great community event and in nine years, the most successful.

The Substance Abuse Prevention Advisory Council held our third community talent show, *"Strut Your Stuff."* There were 17 acts showcasing all ages with a variety of creativity. High School students offered refreshments at intermission and well over 900 filled the audience. Representative Paul Casey was the evening's Master of Ceremonies. Drug Free Week ended with a free family skate with "Sparky" the fire dog at the Burbank Arena. All programs are planned and presented in coordination and cooperation with the Health Division, Substance Abuse Prevention Advisory Council, the Tobacco Control Program and the Police, Fire and School Departments.

The 1999 Drug Free Week had over 4500 people participating in three events. This was an extremely successful week. The programming is financed through the Town Health Division budget and the Safe and Drug Free Community and Schools Grant ($20,980). The Council worked closely with the School Wellness Program and the Police Department's D.A.R.E. Program to deliver a clear and consistent message to the community of positive values and a chemical free life.

The prevention education effort continued through the presentation of voluntary workshops on sexuality for both young girls and boys Grades 4, 5, 6 and 7 at the Reading Public Library. In 1999, the Public Health Nurse and two adolescent Health Nurses presented the pre-adolescent workshops. 450 students and 61 parents participated.

Reading continues to be the lead fiscal Town receiving a grant for $58,845 in the coalition of the Reading/Stoneham Tobacco Control Program. The program for both communities dealt with smoking cessation groups for adults and adolescents with a 75% success rate, youth access regulation and compliance checks to educational programs for all age groups within both towns. Many of the educational programs were presented in cooperation with the Schools, Recreation and Police Departments. Reading and Stoneham are smoke-free communities. A very unique accomplishment by the Tobacco Control Coordinator, Ruth Brophy. She has written the Pam Laffin education video/teacher guide which was published and distributed by the Massachusetts Department of Health to over 4,000 schools, libraries and health agencies. The program received very high State evaluation grades this year.

The Public Health Nurse's responsibility is to follow-up on communicable diseases. This is a confidential and intrical part of the job. Many hours are invested in each case. In the late Fall, Reading experienced a Pertussis (whooping cough) outbreak. By December 31st, there were 48 cases. The community's physicians, pharmacists and emergency rooms were cooperative in prophylactic treatment of all direct contacts. This involved hundreds of individuals. Thousands of letters and hundreds of phone calls. It is hoped by early February, 2000, the outbreak will have subsided. There were 258 Mantoux Testing (TB screening) completed. The annual Fall flu, tetanus and pneumonia clinic immunized 2200 individuals, and another 1500 doses were distributed through the department. 60 homebound visits were made.

The third Health Division school site clinic for Hepatitis B immunized 400 students, Grades 6-12 -- at no charge to their families. 26 adult Town employees from the following departments -- School, Water Treatment Plant and DPW -- were also immunized. Many hours were spent by the PHN to review the immunization records of children who attended the 7 summer camps in Reading according to the new camp regulations. The PHN also provides monthly blood pressure clinics at the various senior housing units. In 1999, over 240 individuals were screened for hypertension, counseled and referred to physicians when appropriate.

The Health Inspector has completed 816 inspections. These are responses to housing, food establishments, noise, trash complaints or routine inspection issues. Food inspections continue to be within the State requirement at 2-3x per year, a total of (400). Camp and pool inspections in Reading are no longer seasonal. The Inspector has 3 winter camps, and the Town's new Burbank YMCA swimming pools to inspect monthly.

Massage therapy establishments and Tanning establishments have increased to 8 increasing inspectional time. Twelve animal inspections have been completed, and the appropriate reports forwarded to the State Department of Agriculture. The local and State regulations dealing with inspectional issues keep the community healthy in a silent manner.

Radon testing kits remain on sale for Reading residents through the Health Division for the citizen's convenience. Radon is a carcinogen.

Part of our Title V Septic Betterment Grant of $200,000 has offered 4 low interest loans to Reading families to assist with financing sewer connection. Forty systems have connected to the Town sewer or repaired their subsurface disposal systems. Education, the real estate market and the law have influenced this number of repairs or connections in Town.

Contractual services: The largest contractual service is mosquito control. The Town is part of the 20 member Eastern Middlesex Mosquito Control Project which provides mosquito wetland surveillance, larval and adult mosquito control, ditch maintenance and public education. The Eastern Middlesex Mosquito Control Project participates as a component of the State's Vector Control Plan to prevent Eastern Equine Encephalitis (EEE). The risk of EEE remains Low.

Non-toxic BTi was applied to 301 acres of wetlands via helicopter. 1.5 acres of wetlands was sprayed with portable sprayers in high densities, stagnant water. Adult spraying of 3,954 acres was done by truck at night for high populations of nuisance mosquitoes.

Eastern Middlesex Outpatient Center offers mental health counseling, mental retardation and substance abuse care for children, adolescents, adults and families who have limited financial resources. In FY '99, the agency offered $70,247 of free care.

EMARC served 13 clients. The regional program offers training for the individuals to work at local businesses. The Health Services Administrator participates in quarterly Board Meetings to assure Reading receives the appropriate care.

Dead animal pick-up continues with this year's total pick-up at 360 animals from public ways. The Health Division continues to offer regional rabies immunization programs with the support of the local veterinarian. 196 dogs and cats were immunized on one Saturday morning.

The Sealer of Weights and measures has checked and sealed 210 gasoline pumps and 84 scales.

Revenues for FY '99		
	Programs & Licenses	$78,821
	Grants	$118,625

RECREATION DIVISION:

The mission of the Recreation Division is to provide the community with year round recreational activities. Recreation programs should be broad based to meet the recreational needs of all segments of the population. The Recreation Division must continually update and modify programming to meet the current needs of the community. As the community's participation and awareness of local recreational programs increase so does their expectations of the Recreation Division's programming. The Recreation Division must be ready to anticipate and adapt to these growing expectations.

The Summer of 1999 was another success for Reading Recreation. The Summer Camp program provided fun-filled activities for over 500 Reading youth, and the Grant Municipal Pool provided a final action filled Summer for those that participated in the Swim Program. In 2000, Reading Recreation will introduce a new after-school camp program, and will enjoy the first year of benefits from the joint agreement with the new Reading YMCA located on Birch Meadow Dr.

Various programs sponsored by Reading Recreation that ran throughout 1999 include: field hockey, soccer, baseball, challenger sports programs for children with special needs, indoor and outdoor tennis lessons, indoor and outdoor track meets, super sports camp, volleyball, softball, roller hockey, odyssey of the mind, early release trips, gymnastics, wrestling, golf lessons, a ski program, science workshops, family trips and activities, open recreation, bowling, keyboard lessons, and the fifth Annual Townwide Easter Egg Hunt. It is our hope that in 2000, these clinics and more will be offered to the community. Recreation continued to work with Spinning Wheels and its Director, Drew Bililies, in recreation programming for children with special needs.

In 1999, the Board of Selectmen approved a site plan for the construction of a brand new major league baseball diamond off Symonds' Way. This field should be ready for use in the year 2000. In addition, an agreement was made with the Marriott Corporation by which the company would donate a portion of the former Spence Farm property on West Street to be used for Open Space and/or Recreation purposes. A Town Meeting article seeking approval of this donation will be presented to the 2000 Annual Town Meeting. Reading Recreation continued to implement its playground renovation program in 1999, the third year of a 10-year program aimed at upgrading all of the Town's playgrounds.

The Recreation Division continues to support the Recreation Committee in its mission. Members are Chairman Jack Downing, Vice Chairman David Bryant, Lorraine Salter, Christopher Campbell, Alan Beaulieu, Claire Bolger, Sue Cavicchi, Kate Kaminer, Dennis Lucyniak and Associates Bernie Winne, Sudie Fay and Mark Nelson.

VETERAN'S SERVICES:

Veteran's Services is covered under Chapter 115 of the General Laws. Paul Farrell serves as Veteran's Agent for both Reading and Wilmington working 14.5 hours per week in Reading. Veterans and their immediate families, who are in need and qualify, are eligible for veteran's benefits. Initial paper work is processed locally, and final approval of benefits come from the Commissioner of Veteran's Services in Boston.

Additional Veteran's Administration expenditures for FY '99 for a Reading veteran population of approximately 2005 was $1,438,286. These benefits were paid directly to recipients and/or their dependents by the Veteran's Administration not through the Town budget. A total of $8,844 was expended through the Town budget, 75% of which is reimbursed by the State. There were 199 active cases in 1999 with 97 current pending cases.

ANNUAL TOWN MEETING

Reading Memorial High School April 12, 1999

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:40 p.m., there being a quorum present.

The Invocation was given by Frederick Van Magness, Jr., Precinct 8, followed by the Pledge of Allegiance to the Flag. New Town Meeting members were sworn in.

The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Town Clerk.

ARTICLE 2 – W. Bruce MacDonald, Chairman of the Board of Selectmen, gave the following State of the Town Report:

Fellow Citizens, Town Meeting Members----
As we draw near the end of the millennium, we are sometimes tempted to view the world around us, in this case, our Town, in apocryphal terms. It would be an easy thing in this atmosphere to say that we are heading toward catastrophe, whether fiscal or societal, or spiritual. It would also be an easy thing to say that we are at the dawn of a new era of prosperity, ease, productivity, and happiness. Both these views would of course be wrong. The truth lies well in between these extremes. So, as we draw toward the millennium, I would say we are doing well as a Town, managing our affairs with integrity, doing our level best to create for ourselves the conditions of a decent life, within our means, and reflecting our values and our hopes. Let me go over a few of the more important indicators of how we are doing.

FINANCE

- The state of the Town's finances in 1998 (FY 1999) was excellent, though there are clouds on the horizon. The good news:
  - Cash reserves were close to 5%
  - The Town's bond rating is AA1
  - We used no additional free cash last fall for the budget
  - Labor contracts have been settled for all Town employees and for the major school union

However:

- There is a continued reliance on increases in State Aid to fund the Town budget, and the lack of an increase in FY 2000 has created major budget problems for the coming year. In FY 1998 state aid accounted for 18.5% of the budget; in FY 1999 that percentage jumped to 22.4%; in FY 2000 the State aid is projected at 20.7%. Each % point of the municipal budget is $500,000.
- In order to sustain the level of services for this community into the 21st century, additional revenues will be required. They may eventually come form the tax revenues generated from the development of the Reading Business Park, but that will not happen even in FY 2001. Meanwhile, some relief may come from changes in

the state aid formula for educational assistance – or it may not. Even if these changes materialize to our benefit, it is hard to see how we can plan for FY 2001 with currently available or currently projected resources.

- This leaves us the only other major resource-----a Proposition 2 ½ override for the FY 2001 budget. I believe that we need to build this into our thinking now and, as Town leaders, all of us, begin to understand the issues, and to help educate our fellow citizens on them.

- The Town has continued to prioritize its budget with a focus on education and capital needs. Over the past 4 years, the total budget has increased 26%; the school budget has increased 24%, and the capital portion of the budget has increased 29%. As a comparison, the general municipal budget has increased 12%.

- The budget that will be presented to Town Meeting this session is a minimal budget. Additional State Aid may come out of the State budget process. If it does, the Board of Selectmen is likely to call a special Town Meeting in July to consider amending this budget, which, unlike last years, uses a lot of the Town's cash reserves.

ECONOMIC DEVELOPMENT

➢ The Town has made major strides in downtown development, and much more needs to be done:
  - 40 new parking spaces have and are being created – the 26 space Harnden Yard lot next to the new police station site, and the additional 14 spaces to be developed on Brande Court next to the existing municipal lot.
  - The Board has voted to demolish the old police station and redevelop this site as a 32 space municipal lot. This project is in the FY 2000 – FY 2009 Capital Improvement Program, but, as you will see, funding in the proposed FY 2000 budget has been deferred because of budget problems;
  - The Downtown Steering committee continues to meet and the Main Street project has been approved by the State and is in the queue for funding.
  - Private initiatives continue with property owners fixing up their properties, and new businesses moving into downtown. However,
  - Additional efforts are needed – the Vaccaro building on Main Street and the Christies building on Harnden Street are in need of major attention.

➢ The Reading Business Park (formerly the landfill) is moving forward. George Hines who has been the Board of Selectmen leader on this project will report in detail under Article 24, but suffice it to say that after years of effort, this project is very close to becoming a reality. The Town has received bids and done an exhaustive evaluation, and selected Corporex as the developer of the site. We have signed a letter of intent on the project with Corporex, and shortly should be signing a lease.

ORGANIZATIONAL CHANGES AND CHALLENGES

➢ There have been major changes in the Community Development function in Reading. The former Town Planner /Community Development Director and the Conservation

Administrator have both moved to new jobs. Following a review and recommendation by the Town Manager, the Assistant Town Manager has been designated as Department head, and we have hired a new Town lanner who started work today. Anne Krieg will focus 100% of her attention on planning, with the Assistant Town Manager picking up the administrative workload for the Department. A new Conservation Administrator has been hired – Karen DeFrancesco. During the next several months we are evaluating the merging of the Human Services and Community Development Departments.

- The issue of diversity has been raised in Reading in recent months. The issue was focused on the Police Department, and the specific incident is being investigated by an outside federal agency. That investigation is still in a preliminary phase, and we have received no communication from them on this matter. If there was wrongdoing determined as a result of the investigation, it will be dealt with appropriately. Additionally, we have taken this incident as an indication that we need to evaluate the issue of how we as a community deal with diversity in our little society – not only racial and ethnic diversity, but all types including issues of gender, sexual preference, and any other type of diversity. The Board of Selectmen has taken a leadership role in setting up training for the community leadership including all elected boards, committees and commissions and their senior staff. Further training of all Town employees, and a community dialogue will be part of the process. This is a very serious issue that we as a community need to address, and anyone who doubts the seriousness need only read the newspapers and see what this issue has become in New York and New Jersey, and we can also see what the extremes of racial, ethic, and religious hatred are doing now in the Balkans. In our global village, understanding and welcoming diversity is a moral and ethical and practical imperative.

INFRASTRUCTURE

- This Town has made a significant commitment to improving the infrastructure of the community to provide the services and facilities that the community wants and needs. We have tried to be creative in addressing these items, and have worked with state agencies and the private sector where appropriate.

- In the area of public buildings:
  - The new police station is under construction and is going well – we are 2 weeks behind schedule because of difficult ledge – so far we are a little bit under budget;
  - The Coolidge Middle School is under construction to provide us with the Middle school capacity to last us well into the next century;
  - The elementary school enrollment issues still need to be dealt with. The projects approved by Town Meeting in December were, in effect, completely overturned at the ballot box in February. The problem remains and will need Town Meeting's attention – this fall.
  - The YMCA swimming pool and expansion goes well, and the Town has a significant partnership role in this project whose major benefactor – Nelson Burbank, has contributed so generously to this community.
- In the area of bridges and roads
  - The Mill Street bridge has been completed in partnership with North Reading, and is a beautiful, practical, restoration of this historic structure

- The Mineral Street bridge should be complete within a month – although it is a controversial project, and the construction has taken a long time, the quality of workmanship is excellent;
- Charles Street and Rustic Lane have been reconstructed, and extensive curb and sidewalk work was done as part of the Charles Street project;
- Bids have been awarded for the reconstruction of Walnut Street after an extensive design process involving resident input;
- West Street is in design, with funding construction to come from the State;
- Summer Avenue surveying has been done, with design to be started shortly – construction funding will be from a special State appropriation, plus the use of Chapter 90 funds;
- Route 129 is under construction. The project seems to be taking a long time, but work has started again this spring, and we hope for completion by winter;
- The Board of Selectmen has appointed a Water Supply Advisory committee to make a recommendation on the future of the water supply for Reading through the next century, considering financial, water quality, and environmental issues relative to our current and future supply.

➢ One other element of infrastructure is our open space. The Board of Selectmen is considering the acquisition of approximately 10 acres of open space along the Ipswich River off of Mill Street. The Trust for Public Lands is working with the property owner to put together a deal to acquire it. If this project is to be done, it will require a special Town Meeting, and a proposition 2 ½ override, but it represents a unique opportunity to the town – one that our forebears in the past have taken to the benefit of all us who currently live in Reading.

GOVERNMENTAL INVOLVEMENT

We see signs in Reading of a booming interest in the community. Last Tuesday the Board of Selectmen hosted a reception for the participants in the "Adopt an Island" program of civic beautification. This program is an overwhelming success, and the Reading Garden Club deserves a great deal of appreciation for its success.

In other areas of community life, Reading is an outstanding community. Our dedicated volunteers, who make the government operate – Boards, Committees, and Commissions, Town Meeting, ad hoc groups all contribute mightily to this effort. These dedicated Town Employees work hard to provide our services and go the extra mile for us is appreciated.

The one disappointment in local government involvement this year is the election turnout. Only 10 % of our registered voters cared enough to participate in March. We can speculate as to why – and Reading has historically had low election turnouts for local elections. The Board of Selectmen has looked at ways to improve turnout, and would welcome your ideas.

In summary, Reading remains an outstanding place to live, raise a family, go to work, and participate in the blessings of this democracy. We are not a perfect Town – there probably is no such thing. One of the strengths we share is to recognize our strengths and weaknesses, and to build on our strengths and work on our weaknesses. Together we will continue our fine Reading tradition on doing just that, and continue to enjoy the blessings of this Town, and State and Nation.

ARTICLE 2 – Carol S. Grimm, Chairman of the Finance Committee, gave the following State of the Town's Finances Report:

The Finance Committee submits the following report on the State of the Town's Finances. It is hard to believe, but we are here to present and vote the Year 2000 budget and last year's prediction that the past few years would be considered the good old days has actually come true. Needless to say, crafting a balanced budget for the Year 2000 was difficult. This is surprising because the economy remains strong and the state is touting budget surpluses. The bottom line: the Town of Reading is extremely dependent on State Aid increases to meet a growing demand for services.

Last fall, the Town Accountant, Richard Foley, and the Finance Director, Beth Klepeis, developed revenue projections. These assumed a $850m increase in State Aid and was in keeping with previous years. In January, the Governor's budget was released with only a $23m increase in State Aid for the Town of Reading. The Town asked the State Department of Revenue and Department of Education to recalculate the aid formula for the Town but unfortunately there was not an error. We met with our State Legislators and they promised to see what they could do, but for the time being we had to develop the Town's budget based on the Governor's numbers.

Even with a minimal increase in State Aid, the budget still needed to account for union contract settlements that were greater than in the past, increasing educational mandates, increased school enrollment, a full year of condo trash pick-up expense. and the ending of two police grants. This created pressure to use all the Town's certified free cash to balance the budget.

Additionally, every year a calculated risk is taken by underfunding some departments. This year the risks are greater. The Library's material budget is underfunded again. The assumption has always been that it will be made up by the Friends and Trust Fund Interest. If donations, in any given year, do not make up the difference the Town risks losing State Aid to the Library.

Fire Department overtime is another area that is funded with a small increase every year and then we cross our fingers. Snow and ice removal funding goes up nominally every year with the assumption that the reserve fund will cover the rest. The Town has been criticized for not doing enough roadwork but we don't have the engineering staff to take on any more projects.

The Schools are struggling with increased high school and middle school enrollment and the new wave of elementary enrollment will begin in Fiscal Year 2001. Ed Reform mandates put pressure on the budget with time in learning, foreign language requirements, curriculum changes and MCAS testing. Special Ed. increases also continue well above the Regular Day budget increases.

Building maintenance is underfunded, although some progress was made last fall to implement the Peat Marwick study, funds are not available this year to take it any further.

FINCOM does not recommend the use of all of the Town's certified free cash to balance the budget. FINCOM had concerns with that approach. It puts the Town's bond rating at risk. It is

not a sustainable option and it can set the Town up for even more severe budgeting problems next year. Under Article 17, FINCOM will elaborate on the process and analysis used to determine the amount of free cash it recommends to balance the budget. FINCOM's recommended budget will be within its guidelines for maintaining reserves.

On the bright side, the Capital Plan with conservative assumptions for the Corporex deal balances every year and, in fact, has a $2m cumulative positive balance over the 10 years. FINCOM plans to review the entire Capital Plan this Summer and may be able to reduce the % of revenue devoted to capital, taking some pressure off the operating budget. But this is not a miracle cure for the Town's revenue problems either. Other work must be done.

Revenues must be tracked, including the final State budget, the potential changes in the Ed Reform formula for Chapter 70 aid and the progress of the landfill development. Selectman Anthony has also suggested a task force review every department for its revenue generating capability and the Town Manager has suggested a group work on an operating override for the spring of 2000.

Without additional revenue for the Year 2001 budget, FINCOM is doubtful a budget can be crafted which does not result in the dismantling of departments and further cuts to the capital plan.

ARTICLE 2 – Maria Silvaggi, Chairman of the Board of Library Trustees, gave the Following State of the Reading Public Library Report:

I am pleased to report to you this evening that the Reading Public Library has attracted national attention and has achieved nationwide honor during this past year.

No doubt those who read *USA TODAY* were proud when they opened to the 3rd page of its D section on Friday, February 26 to find that author Ginnie Cooper, director of libraries for Multnomah County, Portland, Oregon, and past president of the Public Library Association, included Reading Public Library in her list of 10 libraries with great reading rooms.

In its description of us, *USA TODAY* engraved for posterity the expression coined by Reading's Town Manager Peter Hechenbleikner in the sentence: "The community's fondness for its library reading room is reflected in its nickname: the town living room."

Our national reputation indicates we are much more than a comfortable place to visit, however.

In January, the newly initiated Hennen American Public Library Rating Index – HAPLR Index – confirmed that the Reading Public Library is an outstanding success.

Based on numerous weighting factors, the HAPLR Index is similar to SAT scores with 90% of the libraries analyzed in each population group scoring 730 or less.

Of approximately 2500 libraries in the 10 thousand to 100 thousand population category, the Reading Public Library with its score of 804, was ranked 61 and placed in the 98th percentile!

These awards become more impressive as we analyze the library's monthly statistics which show increased usage without an increased staff level.

Take children's services, for example – we've increased the number of programs by 13% - but program attendance has jumped 50% (from 9983 children to 14932).

If you doubt the statistics, come to the Library on the first Friday morning of any month. You won't need anyone to tell you that infant-toddler sing alongs are an overwhelming success.

In all areas of children's services there is burgeoning demand. In addition, with the Education Reform Act, new curriculum requirements are challenging public libraries to supply appropriate grade level materials to school teachers.

In the past year, all of the Reading Public Library divisions have experienced increased usage.

The numbers of Reference questions continue to spiral upward and they are becoming more complex as our population reaches out for knowledge. But as the challenge grows, we become smarter, and our researchers pride themselves on solving patron problems – and these are actual examples – to find the latest safety information on car seats for your parents, to satisfy a college student's desire to read newspapers from Nigeria, to help a concerned patron learn medical information, to find the poem sought by a grieving family wishing to read it at a funeral when all they can remember is one line.

Use of the NOBLE (North of Boston Library Exchange) system through interlibrary loans has enabled us to retrieve information and materials of incredible diversity and sometimes obscure erudition to satisfy a wide range of citizen continuing education needs.

There was the request to track down a copy of the book *To Kill a Mockingbird* – in Portuguese; a request for preschool videos in German (only *Hansel and Gretel* was available) a need for four volumes of *Vivaldi* musical score – from the Pittsburg Public Library, it turns out; and a search for *Love Letters, Correspondence of Frances Shirley*, the wife of Governor William Shirley, to the Duke of Newcastle, available from the British Library through NOBLE's efforts.

Yes, we did it all and much more: from book discussions to internet classes, from helping host popular adolescent author James Collier to participation in teaching English as a second language through the YMCA program.

But it takes more than the staff's hard work and dedication to create a library service that achieves national recognition. It requires commitment on the part of the community's leaders to finance the service adequately, and it requires public approval of those leaders. In other words, WE – you and I – bear some of this responsibility.

The Reading Public Library is fortunate in its public support. First, we benefit from the work and financial contribution of the Friends of the Library, co-chaired this year by Karen and Peter Brown. From providing the summer reading programs to museum passes, through the popular

annual spring house tour and special fundraising events, the Friends expend time, talents and energy to help the Reading Public Library in its quest for excellence.

The three year old Public Library Foundation, Inc., led by President Russell Graham, represents a brighter future. Launched with a generous pledge from Norma Charles Cripps and Donald Cripps, the Foundation has received contributions and commitments from civic-minded citizens. We hold high hopes for this kick-off campaign for which no gift is too small, no commitment too large. The work of the Reading Public Library Foundation, Inc. members on behalf of the Reading Public Library cannot be overstated and the Board of Library Trustees is grateful to the Foundation and its supporters.

Likewise, we cannot overemphasize our appreciation for the donation of time and labor by our many volunteers and those generous individuals who contribute to the Library through their financial gifts – benefits that translate to thousands of dollars of savings in tax revenues. We could not be who we are without you, and the Board of Library Trustees cannot praise you enough for all you do – for all you give.

As we turn to the future through the eyes of our Planning Committee, we are examining our strengths in the hopes of increasing them and seeking our weaknesses in the hopes of strengthening them. It is an able committee, chaired by Trustee Dick Ogden and guided by our able Director Deirdre Hanley, and we believe its conclusions will enable us to set a steady course for the next millenium.

As we face the immediate future, however, we see cause for apprehension: the town's annual budget does not meet the state-mandated expenditure of 15% of total budget for materials and we are understaffed.

Confronting all of us, these challenges threaten to decrease our efficiency and lower the high standards to which citizens hold us.

While keeping these real dangers in mind, all of us – Mr. Moderator, town officials, Town Meeting members and citizens of this community – have reason to indulge for a moment this evening in the pleasure of pride in the jewel that is the Reading Public Library.

I don't mind telling you that I am proud of it. In fact, I may just take up Assistant Library Director Diane Young's suggestion that I put a bumper sticker on my car that reads: ""Have I told you about my library?"

ARTICLE 2 – Russell T. Graham, Chairman of the School Building Committee, gave the following Report:

The School Building Committee, like many others, can not report, with certitude, on many things, but of this we are sure here in Reading, we live in interesting times.

The Committee first wishes to express to Town Meeting our thanks for its overwhelming support of the School Building Committee Articles presented at the Special Town Meeting in December.

Close to 80% of Town Meeting voted to move forward in solving the space problem and continuing the Town's longstanding commitment to quality education in Reading.

Town Meeting spent close to seven hours in debate, and discussion, was presented with alternatives by others, and listened closely to the pros and cons of the question before it. After that exhaustive and thorough debate the vote was taken and the result was a clear answer from those of us elected to answer the needs of the community we serve. It was, in the eyes of many, Town Meeting at its finest doing exactly what it is supposed to do.

One of the concerns that a Special Committee of Town Meeting must have, especially in advocating one facet of the Town's operations is that Town Meeting might be led to prejudice towards that end. Contrary to myth, Reading Town Meeting has consistently displayed the objectivity of serving the total needs of Reading. Implicit in any such supposition is the idea that those voting in Town Meeting are voting what directly benefits them. The voice vote tallied on the Article for the new school dispels any such myth. Analyzing the yes votes and the age of those so voting and assuming what age level would in fact directly benefit from a new elementary school reveals the objectivity of the vote and of those voting.

For the most part, it can be assumed that those 45 or over would not greatly benefit from a new elementary school to be built two years hence. Close to 75%, well over two thirds, voted yes on the new school.

Over 50 of those less likely to benefit 70%, well over two thirds voted yes on the new school.

Over 65, very unlikely to benefit directly from a new elementary school interestingly 73% of Town Meeting Members well over two thirds voted yes for a new elementary school.

The breakdown of the vote would seem to clearly show an objective judgment of Town Meeting based on the data presented to them.

A Special Committee of Town Meeting would have reason for concern if any indication revealed as some have inferred that the needs of one side of Town government were being ignored to support another.

Let us dispel that myth as well. Within the last two to three years Town Meeting has approved the addition of or the reinstitution and unlike most cities and towns assumed the burden of the collecting of rubbish at condominiums.

The Total additional base cost of these additions over $270,000.00 per year.

Has the Town in its support of the needed capital projects needed to meet enrollment and educational needs been guilty of neglecting the capital needs of the rest of Town government?

Well it seems to go in cycles, but a quick tour of the Town would dispel that myth as well.

We could go on to Main Street past our nearly new Fire Station, observe to one side the construction of our new Police Station, amble up the hill to our expanded and totally renovated Town Hall, walk over to our prize winning Library, drop in to our new Senior Center, continue down the street to our relatively new Public Works Facility – all of these addressed within the last twelve to fifteen years.

The cost of the capital projects including interest for the municipal side $19,884,932.

The cost of School capital projects including roofs and boilers including interest $16,579,916. Coolidge included.

Now like the energized bunny we admit we're still going, but the facts would support a uniform, consistent objective approach to the needs of Reading being prudently dealt with by a Town Meeting which deals not with a school side or a municipal side but with the whole Town as one responding responsibly to problems presented to them which would adversely affect the quality of life in Reading wherever those problems exist.

The School Building Committee is proud to serve such a body.

Subsequent to Town Meeting in accordance with provisions of the Charter, a petition was brought forward and was successful in calling for a Special Election to affirm or deny the actions of Town Meeting. That Special Election was held in January.

It would be nice to report to you that the results of that Election gave a clear message to either the proponents or opponents of the two Articles, but the School Building Committee does not feel that to be the case.

Town Meeting had clearly understood that if the new school was not approved then the additions and renovations to Barrows would be removed from the table since that alone would not solve the overcrowding at the elementary level and would thus not be reimbursed by the State.

The electorate at the Special Election turned down the new school and approved the Barrows project.

The Town of Reading now has full authority to spend 6.8 million dollars to not solve the problem and was denied the ability to spend 5 million dollars to solve the problem. We have authority to spend 1.8 million dollars more than we need to carry out a project that it makes no sense to do.

At a meeting following the election, the Department of Education emphatically reiterated that having been presented with facts supporting a serious enrollment problem, it would have no part of reimbursing a project that did not solve that problem. It, at the same time reiterated its full commitment to the plan previously discussed with them in pre-conference; that plan being a sound educationally advantageous answer to the problem; that plan being the building of a new school coupled with the renovation and addition to Barrows; that plan being the one approved by Town Meeting.

The results of that meeting left us as stated with the option of spending unreimbursed by the State 6.8 million dollars to not solve the problem or revisiting the plan which, reimbursable by the State, would cost us 5 million dollars and solve the problem.

No surprisingly, the School Building Committee decided that revisiting the building of a new school was educationally, economically and sensibly the only rational option open.

The timing of the Election, and the time lost as a result would not allow any plan approved by this Annual Town Meeting to meet the time schedule of the Department of Education for making this years list of reimbursable projects, thus the School Building Committee voted to bring back the building of a new school on Dividence Road to the Fall Town Meeting.

We feel strongly that, consistent with our charge from Town Meeting, we have no choice.

The children have not disintegrated – they are still here and more are coming.

The overcrowding goes on and will get worse.

The absolute financial need to have two-thirds reimbursement remains.

That dependence on reimbursement effectively removes alternatives proposed.

The plan is educationally and economically feasible, meets the high standards of the Reading School System and is consistent with School Committee policy.

The price tag to do so is less than the total dollars evidently acceptable to those voting in the Special Election and in fact saves 1.8 million dollars over what now stands approved.

Most importantly, it serves the educational needs or our children and confirms our commitment to them.

The School Building Committee has the responsibility to advise you what it believes, after thorough and diligent study, is the right course of action to solve the space and enrollment issues of the schools.

No matter how much or what kind of rhetoric may ensue, we will not abdicate that responsibility.

Town Meeting has the responsibility to arrive after thorough, diligent study and debate at a judgment on those recommendations. The Committee has no doubt that no matter how much or what kind of rhetoric may ensue Town Meeting will not abdicate its responsibility.

ARTICLE 3 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was moved that the subject matter of Article 3 be tabled.

ARTICLE 4 – On motion by Matthew J. Nestor, member of the Board of Selectmen, it was moved that the subject matter of Article 4 be indefinitely postponed.

ARTICLE 5 – On motion by Matthew J. Nestor, member of the Board of Selectmen, it was voted to approve an amendment to the "Town of Reading Massachusetts, Ten Year Capital Improvements Program, Fiscal Years 1999 through 2008" as included in the 1999 Annual Town Meeting Warrant Report, as previously amended and as provided for in Section 7-7 of the Reading Home Rule Charter.

ARTICLE 6 – On motion by Matthew J. Nestor, member of the Board of Selectmen, it was voted to amend one or more of the votes taken under Article 18 of the Warrant of the Annual Town Meeting of April 13, 1998, as amended under Article 8 of the 1998 Subsequent Town Meeting, relating to the Fiscal Year 1999 municipal budget, and that the Town transfer from available funds, and appropriate the following sums as the result of any such amended votes for the operation of the Town and its government:

Budget #	Description	Change in Adopted Budget	Revised Budget Amount
B1	Conservation Personal Services	$ (1,600)	40,195
B8	Community Devel. Pers. Services	$ (14,000)	61,831
C1	FINCOM Personal Services	$ (500)	760
C3	FINCOM Reserve Fund	$ (72,995)	56,604
C8	Technology Non-Personal Exp.	$ 20,000	109,620
C10	Personnel Non-Personal Exp.	$ 5,500	41,400
C11	Finance Personal Services	$ 3,000	227,061
C12	Finance Non-Personal Expenses	$ (2,500)	50,325
D2	Town Manager Personal Services	$ 1,200	89,004
D5	Law - Labor Counsel	$ (8,500)	31,500
D6	Law - Expense	$ 3,500	11,000
D7	Town Clerk Personal Services	$ 10	42,958
D12	General Serv. Personal Services	$ (5,000)	154,352
E1	Health Personal Services	$ (5,500)	79,523
E3	Elder Services Personal Services	$ (6,700)	109,818
E4	Elder Services Non-Per. Expenses	$ (4,000)	16,146
E10	Human Services Personal Serv.	$ (4,000)	47,951

F2	Library Non-Personal Expenses	$ 8,900	146,870
G5	Fire Personal Services	$ 30,000	2,350,150
G5	Fire Non-Personal Expenses	$ 2,400	98,320
G7	Pub. Safety (Disp.) Pers. Services	$ 5,400	249,536
H11	DPW Personal Services	$ 5,120	1,177,119
H12	DPW Non-Personal Expenses	$ 30,400	425,185
H13	DPW Street Lighting	$ (22,340)	188,400
H14	DPW Rubbish Collect/Disposal	$ 6,830	899,945
H15	DPW Snow/Ice	$ 98,875	291,176
J1	Schools	$ 200,000 from certified free cash	23,297,000
K33	Capital - Highway Equipment	$ (13,400)	249,600
K12	Capital - Town Build. Improve.	$ 155,000	$ 205,000 - $ 150,000 from certified free cash
L4	Group Health/Life Insurance	$ (65,020)	2,568,359
		$ 350,000	

ARTICLE 7 – On motion by Matthew J. Nestor, member of the Board of Selectmen, it was voted to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine the following items of Town tangible property:

Department of Public Works
1985 Ford Sedan
1966 Mack Dump Truck
1992 Ford Pick-up Truck
1981 Melroe Bobcat Loader
1980 International Dump Truck
1983 Deluxe Rollpac III roller
Fire Department
1982 Maxim Fire Truck
Police Department
3 Police Cruisers
Miscellaneous Office Equipment and Furnishings

School Department
5 Steel Partitions
20-30 Old School Desks with Attached Chairs
20+ Huge Windows
1 1986 Chevrolet Station Wagon
15 Doors, mostly Wooden
2 Electronic Imaging Systems for Apple IIe's
Zenith TV
Sylvania TV
B/W TV Production Equipment
4 Record Players
Sharp Electric Typewriter
7 Computer Monitors
8 CPU's
3 Apple Keyboards

ARTICLE 8 – On motion by Matthew J. Nestor, member of the Board of Selectmen, it was voted to approve the "Town of Reading Massachusetts, Ten Year Capital Improvements Program, Fiscal Years 2000 through 2009, Printed 19-Mar-99" as provided for in Section 7-7 of the Reading Home Rule Charter.

ARTICLE 9 – On motion by Camille W. Anthony, Precinct 5, it was voted to table the subject matter of Article 9.

ARTICLE 10 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to table the subject matter of Article 10 until April 15, 1999.

ARTICLE 11 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to accept a gift of $19,367.20 plus other future donations to establish a trust fund administered by the Town of Reading Commissioners of Trust Funds, the income from which is to be used for the Dennis Lehane Award. Said award will be made annually during Reading Memorial High School (RMHS) graduation ceremonies to one college or university bound RMHS student who displayed exemplary courage, determination and team spirit while participating in track, football or both at RMHS. The recipient shall be jointly selected by the Head Coach of the Boys' Track Team of RMHS, the Head Football Coach of RMHS and the RMHS Athletic Director. In addition, move that the Town accept a gift of $1,000 to be awarded during the 1999 RMHS graduation ceremonies within the above selection criteria.

ARTICLE 11 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to accept a gift of $10,000 plus other future donations to establish a trust fund in memory of James E. Klepeis, Jr. administered by the Town of Reading Commissioners of Trust Funds, the income from which is to be used for an annual award which will be presented at the Reading Memorial High School graduation ceremonies to one college or university bound RMHS student who has displayed an interest and aptitude in the field of Science. The recipient

of the James E. Klepeis, Jr. Science Award shall be selected by a committee made up of the Science teachers at Reading Memorial High School.

The first such award will be presented at graduation ceremonies in June 2000.

ARTICLE 11 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to table the subject matter of Motion 3 of Article 11.

ARTICLE 12 – On motion by Roberta C. D'Antona, School Committee, it was moved that the subject matter of Article 12 be indefinitely postponed.

ARTICLE 13 – On motion by Camille W. Anthony, Precinct 5, it was voted to establish a revolving fund under Chapter 44, Section 53E1/2 of the General Laws for the purpose of using the receipts generated through the sale of compost bins to purchase additional compost bins, and to pay for related expenditures pursuant to a program administered by the Department of Public Works, and to authorize expenditures not exceeding $2000 during Fiscal year 2000.

ARTICLE 14 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted to establish a revolving fund in accordance with Chapter 44, Section 53E1/2 of the General Laws, for the purpose of using the receipts from antennae licenses on the Town's water towers, with the proceeds from the fund used to fund community improvements in the Union Street and Middle Street neighborhood pursuant to a community improvement program to be administered by the Town Manager under the direction of the Board of Selectmen and to authorize the expenditure not exceeding $48,000 during Fiscal Year 2000.

ARTICLE 14 – On motion by William C. Brown, Precinct 8, to lay Article 14 on the table.

Motion to lay Article 14 on the table does not carry.

On motion by Nancy H. Stager, Precinct 1, it was voted to move the question.

2/3 voter required
107 in the affirmative
32 voted in the negative

Original motion carried.

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Dividence Road under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor, and that the Town vote to accept the public way laid out by the

Board of Selectmen as Dividence Road, and that the sum of $14 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Dividence Road

Beginning at a point on the northerly sideline of Franklin Street;

Thence, by a curved line to the left, having a radius of 15.00 feet, a distance of 39.00 feet to a point;

Thence, N 81° 55' 00" W, a distance of 489.45 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 738.00 feet, a distance of 198.79 feet to a point;

Thence, S 82° 39' 00" W, a distance of 79.53 feet to a point;

Thence, N 7° 21' 00" W, a distance of 40.00 feet to a point;

Thence, N 82° 39' 00" E, a distance of 79.53 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 778.00 feet, a distance of 209.56 feet to a point;

Thence, S 81° 55' 00" E, a distance of 494.58 feet to a point;

Thence, S 74° 05' 20" E, a distance of 209.35 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 341.00 feet, a distance of 212.00 feet to a point, said point being the point of beginning of this description.

2/3 vote required
unanimous vote

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Forest Street under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Forest Street, and that the sum of $1 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Forest Street

Beginning at a point on the northerly sideline of Forest Street, said point being a stone bound;

Thence, S 73° 54' 28" E, a distance of 44.16 feet to a point of curvature;

Thence, by a curved line to the right having a radius of 331.61 feet, a distance of 61.09 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 20.00 feet, a distance of 8.13 feet to a point;

Thence, S 04° 47' 41" E, a distance of 6.83 feet to a point of curvature;

Thence, by a curved line along the northerly sideline of Forest Street, having a radius of 568.59 feet, a distance of 116.22 feet to a point, said point being the point of beginning of this description.

2/3 vote required
unanimous vote

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Lynn Village Way under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Lynn Village Way, and that the sum of $9 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Lynn Village Way

Beginning at a point on the westerly side of Roma Lane;

Thence, by a curved line to the left having a radius of 25.00 feet, a distance of 56.17 feet to a point;

Thence, N 77° 50' 19" W, a distance of 139.85 feet to a point;

Thence, N 72° 40' 38" W, a distance of 70.71 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 28.41 feet to a point of curvature;

Thence, by a curved line to the right having a radius of 140.00 feet, a distance of 33.07 feet to a point of curvature;

Thence, by a curved line to the left having a radius of 125.00 feet, a distance of 95.90 feet to a point;

Thence, N 68° 00' 00" W, a distance of 191.90 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 30.77 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 50.00 feet, a distance of 218.63 feet to a point;

Thence, S 68° 00' 00" E, a distance of 262.62 feet, to a point of curvature;

Thence, by a curved line to the right, having a radius of 175.00 feet, a distance of 134.26 feet to a point of curvature;

Thence by a curved line to the left having a radius of 90.00 feet, a distance of 76.68 feet to a point;

Thence, S 77° 50' 19" E, a distance of 173.65 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 31.36 feet, a distance of 49.66 feet to a point;

Thence, by a curved line to the right, having a radius of 180.00 feet, a distance of 127.64 feet, to a point of curvature;

Thence, by a curved line to the left, having a radius of 300.00 feet, a distance of 6.00 feet to a point, said point being the point of beginning
of this description.

On motion by William C. Brown, Precinct 8 to check if we still have a quorum present 119 town meeting members were present and accounted for.

2/3 vote required
115 voted in the affirmative
3 voted in the negative

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Parsons Lane under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Parsons Lane, and that the sum of $6 be raised from the tax levy and

appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Parsons Lane

Beginning at a point on the northerly sideline of Franklin Street, said point being a stone bound;

Thence, by a curved line to the left having a radius of 25.00 feet, a distance of 39.27 feet to a point of curvature;

Thence, by a curved line to the left having a radius of 550.00 feet, a distance of 184.52 feet to a point of curvature;

Thence, by a curved line to the right having a radius of 350.00 feet, a distance of 35.38 feet to a point;

Thence, N 24° 03' 10" E, a distance of 145.85 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 500.00 feet, a distance of 176.96 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 50.00 feet, a distance of 221.81 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 29.22 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 550.00 feet, a distance of 125.45 feet to a point;

Thence, S 24° 03' 10" W, a distance of 145.85 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 300.00 feet, a distance of 30.33 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 600.00 feet, a distance of 201.30 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 39.27 feet to a point;

Thence, N 52° 31' 01" W, a distance of 100.00 feet to a point, said point being the point of beginning of this description.

2/3 vote required
unanimous vote

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Roma Lane under the provision of law authorizing the assessment of betterments, such

highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Roma Lane, and that the sum of $11 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Roma Lane

Beginning at a point on the southerly sideline of Sanborn Lane;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 37.78 feet to a point;

Thence, S 11° 24' 35" W, a distance of 80.04 feet to a point of curvature;

Thence, by a curved line to the right having a radius of 230.00 feet, a distance of 163.10 feet, to a point of curvature;

Thence, by a curved line to the left, having a radius of 250.00 feet, a distance of 251.48 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 650.00 feet, a distance of 333.63 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 135.00 feet, a distance of 163.76 feet to a point;

Thence, S 45° 41' 15" E, a distance of 68.46 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 162.80 feet, a distance of 56.88 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 50.00 feet, a distance of 143.27 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 26.60 feet to a point;

Thence, S 37° 30' 00" W, a distance of 5.54 feet to a point;

Thence, N 73° 32' 04" W, a distance of 21.16 feet to a point;

Thence, N 72° 07' 03" W, a distance of 32.11 feet to a point;

Thence, N 37° 30' 00" E, a distance of 45.65 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 40.00 feet, a distance of 58.08 feet to a point;

Thence, N 45° 41' 15" W, a distance of 68.46 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 185.00 feet, a distance of 224.41 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 600.00 feet, a distance of 307.96 feet to a point of curvature;

Thence, by a curved line to the right having a radius of 300.00 feet, a distance of 301.77 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 180.00 feet, a distance of 127.64 feet to a point;

Thence, N 11° 24' 35" E, a distance of 106.48 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 26.35 feet to a point of curvature;

Thence, by a curved line to the left having a radius of 138.51 feet, a distance of 89.15 feet to a point, said point being the point of beginning of this description.

2/3 vote required
110 voted in the affirmative
4 voted in the negative

ARTICLE 15 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept the report of the Board of Selectmen upon the laying out as a public way of the following described private way known as Varney Circle under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the Office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such lands in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Varney Circle, and that the sum of $3 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages, said sum to be spent by and under the direction of the Board of Selectmen.

Varney Circle

Beginning at a point on the westerly sideline of Haverhill Street, said point being a stone bound;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 39.27 feet to a point;

Thence, S 78° 35' 30" W, a distance of 67.90 feet, to a point of curvature;

Thence, by a curved line to the right having a radius of 358.35 feet, a distance of 68.80 feet, to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 21.03 feet to a point of curvature;

Thence, by a curved line to the right, having a radius of 50.00 feet, a distance of 241.19 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 25.00 feet, a distance of 21.03 feet to a point of curvature;

Thence, by a curved line to the left, having a radius of 308.35 feet, a distance of 59.20 feet to a point;

Thence, N 78° 35' 30" E, a distance of 67.90 feet to a point of curvature;

Thence, by a curved line to the left having a radius of 25.00 feet, a distance of 39.27 feet to a point;

Thence, S 11° 24' 30" E, a distance of 100.00 feet to a point, said point being the point of beginning of this description.

2/3 vote required
114 voted in the affirmative
2 voted in the negative

On motion by William C. Brown, Precinct 8, it was voted that this Annual Town Meeting stand adjourned to meet at 7:30 p.m. at the Reading Memorial High School, on Thursday, April 15, 1999.

Meeting adjourned at 10:35 p.m.

161Town Meeting Members were present.

A true copy. Attest:

Cheryl A. Johnson
Town Clerk

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 1999 THROUGH 2008

PROJECT	DESCRIPTION	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	TOTAL
-09	REMOVE/REPLACE OIL	40.0 U		40.0 A			40.0 A	50.0 A				170.0
B-S-14	RMHS RENOVATION								30000. CO			30000.0
B-S-15	KILLAM RENOVATION				3000.0 D							3000.0
B-S-17	ELEM. SCH. PHASE 1	8910.0 D										8910.0
B-S-18	ELEM. SCH. PHASE 2	6585.0 D										6585.0
B-S-18	PARKER LAND ACQ	46.0 S										46.0
		15581.		40.0	3000.0		40.0	50.0	30000.			48711.0
B-T-04	DPW MAINT. EXPANSIO		40.0 A	500.0 D								540.0
B-T-05	DPW FUEL REPLACEMEN	84.0 A										84.0
B-T-07	DPW GAR. MEZZANINE	10.0 U										10.0
B-T-08	ROOF REPAIRS							30.0 A				30.0
B-T-11	TOWN FACILITY MAINT	210.0 A	80.0 A	35.0 A	12.0 A	75.0 A	15.0 A	50.0 A	17.0 A	30.0 A	30.0 A	554.0
B-T-12	TOWN HALL MASONRY W	65.0 A										65.0
B-T-12	WINDOW REPAIR/REPLA	10.0 A	10.0 A	25.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	115.0
B-T-14	LIBRARY RENOVATIONS	27.0 A										27.0
		406.0	130.0	560.0	22.0	85.0	25.0	90.0	27.0	40.0	40.0	1425.0
CD- -01	ACQUIRE OPEN SPACE			40.0 A		40.0 A		40.0 R		40.0 R		160.0
CD- -01	ACQUIRE OPEN SPACE/			60.0 G		60.0 G		60.0 G		60.0 G		240.0
-02	PRESERVE LOSS POUND											
-02	PRESERVE LOSS POUND											
				100.0		100.0		100.0		100.0		400.0
FN- -01	REPL DATA PROC EQ-A	80.0 A	64.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	528.0
FN- -01	REPL DATA PROC EQ-E	20.0 E	16.0 E	12.0 E	12.0 E	12.0 E	12.0 E	12.0 E	12.0 E	12.0 E	12.0 E	132.0
SUBTOTAL	FINANCE	100.0	80.0	60.0	60.0	60.0	60.0	60.0	60.0	60.0	60.0	660.0
GS- -04	FLEXIBLE ACCOUNT	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	100.0
GS- -05	OPTICAL IMAGING SYS		41.0 A									41.0
GS- -06	NEIGHBORHOOD IMP. P	48.0 R	48.0 R	48.0 R	48.0 R	55.0 R	55.0 R	55.0 R	55.0 R	55.0 R	63.0 R	530.0
		58.0	99.0	58.0	58.0	65.0	65.0	65.0	65.0	65.0	73.0	671.0
HS- -01	ELDER SERVICES VAN				58.0 A						61.0 A	119.0
					58.0						61.0	119.0
-01	LIBRARY COMPUTERS	19.3 A		51.8 A	6.5 A		7.1 A	24.2 A		6.0 A		114.9

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 1999 THROUGH 2008

PROJECT	DESCRIPTION	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	TOTAL
LB- -02	CIRCULATION SYSTEM		21.5 A									21.5
LB- -03	LIBRARY FURNISHINGS		10.5 A	5.4 A		5.6 A		5.9 A		6.2 A		33.6
LB- -03	MATERIALS FLOW SYST		50.0 A									50.0
LB- -04	CIRCULATION DESK		10.5 A									10.5
SUBTOTAL	LIBRARY	19.3	92.5	57.2	6.5	5.6	7.1	30.1		12.2		230.5
PS-F-07	REPLACE FIRE PUMPER			261.6 A								261.6
PS-F-08	REPLACE AMBULANCE			110.7 A					142.4 A			253.1
PS-F-10	REPLACE CHIEF'S VEH					33.0 A						33.0
PS-F-15	PURCH SKID PUMP UNI						9.3 A					9.3
PS-F-17	REPLACE FIRE HOSE					10.7 A						10.7
PS-F-18	REHAB ENGINE 3		16.8 A									16.8
SUBTOTAL	FIRE		16.8	372.3		43.7	9.3		142.4			584.5
PS-P-02	REPLACE RADIO EQUIP	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	50.0
PS-P-03	POLICE COMPUTERS		8.8 A			25.0 A						33.8
SUBTOTAL	POLICE	5.0	13.8	5.0	5.0	30.0	5.0	5.0	5.0	5.0	5.0	83.8
PW-C-07	CEMETERY RD RECONST		10.0 A									10.0
SUBTOTAL	CEMETERY		10.0									10.0
W-D-01	ABERJONA DRAINAGE I									206.0 A	50.0 A	256.0
W-D-01	GEN. DRAIN. IMP.	15.0 A	15.0 A	15.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	255.0
W-D-03	SAUGUS RIV. DRAINAG	750.0 D		140.0 A		112.0 A		300.0 A				1302.0
		765.0	15.0	155.0	30.0	142.0	30.0	330.0	30.0	236.0	80.0	1813.0
W-E-01	REPLACE LOADERS				30.0 A	35.0 A	56.0 A	135.0 A	135.0 A	98.0 A	85.0 A	574.0
W-E-04	REPLACE DUMP TRUCKS	41.0 A	134.0 A	68.0 A	68.0 A	70.0 A	70.0 A	70.0 A	70.0 A	70.0 A	70.0 A	731.0
W-E-05	REPLACE PICKUP TRUC			57.0 A					79.0 A			136.0
W-E-10	REPLACE SNOW PLOWS		12.6 A	13.0 A	13.0 A	15.0 A	15.0 A	15.0 A	16.0 A	16.0 A		115.6
W-E-11	REPLACE MOWERS		70.0 A		31.0 A							101.0
W-E-12	REPLACE COMPRESSOR		15.0 A									15.0
W-E-13	REPLACE TRAILER									8.0 A		8.0
W-E-16	REPLACE SANDERS				14.0 A							14.0
W-E-17	REPLACE GRADER										100.0 A	100.0
W-E-18	REPLACE SNOWBLOWER	201.0 A										201.0
W-E-19	REPLACE BUCKET TRUC						90.0 A					90.0
W-E-20	REPLACE CHIPPER						25.0 A					25.0
W-E-21	REPLACE ROLLER			14.0 A						35.0 A		49.0
W-E-24	REPLACE SWEEPER				135.0 A							135.0

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 1999 THROUGH 2008

PROJECT	DESCRIPTION	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	TOTAL
E-25	REPLACE BLD. MAINT.	21.0 A	21.0 A	31.0 A		32.0 A	33.0 A					138.0
SUBTOTAL - EQUIPMENT		263.0	252.6	183.0	291.0	152.0	289.0	220.0	300.0	227.0	255.0	2432.6
PW-F-01	TREE NURSERY			5.3 A		5.6 A		5.6 R		6.2 R		22.7
SUBTOTAL FORESTRY				5.3		5.6		5.6		6.2		22.7
PW-L-01	CLOSE LANDFILL	4000.0 D										4000.0
SUBTOTAL SOLID WASTE		4000.0										4000.0
PW-P-03	TOWN PLAYGROUND UPG	17.0 A	17.0 A	17.0 A	10.0 A	17.0 A	20.0 A	17.0 R	20.0 R	10.0 R		145.0
PW-P-05	INDOOR SWIM FACILIT											
PW-P-06	PITMAN BICYCLE PATH		250.0 G									250.0
PW-P-07	TENNIS CT STORAGE		12.0 A									12.0
PW-P-11	IRRIGATE GLEN MEADO	10.5 U										10.5
PW-P-11	IRRIGATE KILLAM SCH		10.5 A									10.5
PW-P-11	IRRIGATE STURGES FI			10.5 A								10.5
PW-P-12	REPL SCHOOL FENCES	20.0 U										20.0
TOTAL PARKS		47.5	289.5	27.5	10.0	17.0	20.0	17.0	20.0	10.0		458.5
PW-R-01	RESURFACE BANCROFT		40.0 G									40.0
PW-R-01	RESURFACE FOREST GL		20.0 G									20.0
PW-R-01	RESURFACE GARDNER P		10.0 G									10.0
PW-R-01	RESURFACE GREEN ST		25.0 G									25.0
PW-R-01	RESURFACE HAVEN ST		30.0 G									30.0
PW-R-01	RESURFACE HIGHLAND		24.0 G									24.0
PW-R-01	RESURFACE IDE ST		10.0 G									10.0
PW-R-01	RESURFACE JOHN ST		30.0 G									30.0
PW-R-01	RESURFACE PLEASANT		25.0 G									25.0
PW-R-01	RESURFACE SMITH		20.0 G									20.0
PW-R-01	RESURFACE WASHINGTO		20.0 G									20.0
PW-R-01	RESURFACE WILLOW ST			48.0 G								48.0
PW-R-01	RESURFACE WILSON ST		25.0 G									25.0
PW-R-02	PAVEMENT MANAGEMENT	25.0 A										25.0
PW-R-02	RECON - UNDESIGNATE					78.0 G	438.0 G	438.0 G	438.0 G	438.0 G	438.0 G	2268.0
PW-R-02	RECON ASH ST			84.0 G								84.0
PW-R-02	RECON BEAR HILL RD				145.0 G							145.0
PW-R-02	RECON BERKELEY ST		155.0 G									155.0
PW-R-02	RECON CHAPIN AVE				96.0 G							96.0
PW-R-02	RECON EATON ST	204.0 G										204.0
PW-R-02	RECON GOULD ST			67.0 G								67.0
PW-R-02	RECON GREEN ST			20.0 G								20.0
PW-R-02	RECON HOWARD ST				160.0 G	200.0 G						360.0
PW-R-02	RECON KING ST				96.0 G							96.0

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 1999 THROUGH 2008

PROJECT	DESCRIPTION	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	TOTAL
PW-R-02	RECON PENNA AVE					160.0 G						160.0
PW-R-02	RECON SHORT/MILL ST			190.0 G								190.0
PW-R-02	RECON SUMMER MN-WES	725.0 G										725.0
PW-R-02	RECONSTRUCT TEMPLE	73.0 U										73.0
PW-R-04	STREET ACCEPTANCES						168.0 B					168.0
PW-R-05	SIDEWLK & CURB CONS	60.0 A	65.0 A	70.0 A	75.0 A	80.0 A	85.0 A	90.0 A	95.0 A	100.0 A	105.0 A	825.0
PW-R-12	WEST STREET RECONST	1410.0 G										1410.0
PW-R-14	DOWNTOWN IMPROVEMEN	2764.5 G	800.0 G									3564.5
PW-R-15	PARKING LOT DEVELOP	48.0 A										48.0
PW-R-17	RECON WALKERS BROOK		1250.0 G									1250.0
SUBTOTAL	ROAD/STREET	5309.5	2549.0	479.0	572.0	518.0	691.0	528.0	533.0	538.0	543.0	12260.5
SD-E-01	CLASSROOM TECHNOLOG	25.0 A	100.0 A	100.0 A	100.0 A	100.0 A	100.0 A	100.0 A	100.0 A	100.0 A	100.0 A	925.0
SUBTOTAL	SCHOOLS EQUIP	25.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	925.0
PW-S-01	INFLOW/FILTRATION			155.4 E								155.4
PW-S-02	SEAL SEWER MANHOLES	10.0 E	10.0 E	10.0 E	10.0 E	10.0 E						50.0
PW-S-02	SEWER MAIN HIGH ST	47.6 E										47.6
PW-S-02	SEWER MAIN PLEASANT	31.0 E										31.0
PW-S-02	SEWER MAIN SWEETSER	16.1 E										16.1
PW-S-03	SEWER MAIN MILL&SHO	306.8 E										306.8
PW-S-03	SEWER MAIN MILL&SHO	137.5 B										137.5
PW-S-03	SEWER MAIN MILL&SHO	80.0 G										80.0
PW-S-04	VEHICLE REPLACEMENT			24.0 A			65.0 E					89.0
PW-S-06	SEWER LIFT STATIONS			30.0 E		30.0 E			30.0 E			90.0
SUBTOTAL	SEWER	629.0	10.0	219.4	10.0	40.0	65.0		30.0			1003.4
W-W-01	LIME SILO PAINTING	7.0 E										7.0
W-W-02	CARBON FOR FILTERS		193.2 E									193.2
W-W-02	FLOCCULATOR SHAFT R		30.0 E									30.0
W-W-02	HIGH SERVICE PUMP R				15.1 E							15.1
W-W-02	LAB AUTOCLAVE REPL					8.6 E						8.6
W-W-02	LAB INCUBATOR REPL		7.0 E									7.0
W-W-02	LAB SPECTROPHOTOMET				7.0 E							7.0
W-W-02	WATER TRTMT PLANT	75.0 E		9240.0 ED								9315.0
W-W-03	VEHICLE REPLACEMENT		97.0 E	67.0 E	23.0 A			33.3 E	85.0 E	26.6 E		331.9
W-W-05	WELL POWER SUPPLY		18.0 E									18.0
W-W-07	STORAGE TANK REPAIR	448.4 E		8.5 E	8.7 E	9.1 E			9.5 E	9.7 E	10.1 E	504.0
W-W-07	WATER METER - REMOT											
W-W-08	WATER MAIN - WAKEFI		40.0 E									40.0
W-W-08	WATER MAIN CAUSEWAY									32.0 E		32.0
W-W-08	WATER MAIN KING PRO		5.0 E									5.0
W-W-08	WATER MAIN LINING			200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	1600.0
W-W-08	WATER MAIN WALKERS		164.9 E									164.9
W-W-08	WATER MAIN WAVERLY			8.4 E								8.4
W-W-08	WATER MAIN WEST ST	90.0 E										90.0

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 1999 THROUGH 2008

PROJECT	DESCRIPTION	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	TOTAL
[illegible]	TOTAL WATER	620.4	555.1	9523.9	253.8	217.7	200.0	233.3	294.5	268.3	210.1	12377.1
	YEARLY TOTALS:	27828.7	4213.3	11945.6	4476.3	1581.6	1606.4	1834.0	31606.9	1667.7	1427.1	88187.6
SOURCE OF FUNDING:												
A	ANNUAL APPROPRIATION	963.3	850.2	1197.3	678.5	758.9	668.4	973.1	757.4	778.2	704.0	8329.3
B	BETTERMENT	137.5					168.0					305.5
CO	CAPITAL/DEBT EXCL. OVRD.								30000.0			30000.0
C	SALE OF CEMETERY LOTS											
D	DEBT TO BE AUTHORIZED	20245.0		500.0	3000.0							23745.0
E	ENTERPRISE APPROP.	1051.9	581.1	491.3	252.8	269.7	277.0	245.3	336.5	280.3	222.1	4008.0
ED	ENTERPRISE DEBT			9240.0								9240.0
G	GRANT OUTSIDE FUNDING	5183.5	2734.0	469.0	497.0	498.0	438.0	498.0	438.0	498.0	438.0	11691.5
S	SALE OF REAL ESTATE	46.0										46.0
R	REVOLVING FUND	48.0	48.0	48.0	48.0	55.0	55.0	117.6	75.0	111.2	63.0	668.8
U	REQUESTED, BUT UNFUNDED	153.5										153.5
		27828.7	4213.3	11945.6	4476.3	1581.6	1606.4	1834.0	31606.9	1667.7	1427.1	88187.6

ARTICLE 8

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 2000 THROUGH 2009
PRINTED 19-MAR-99

IECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
-009	REPAIR/REPLACE OIL		40.0 A									40.0
B-S-012	ELEM. BLD. PROJ. 1	8910.0 D										8910.0
B-S-012	ELEM. BLD. PROJ. 2	6585.0 D										6585.0
B-S-014	RMHS RENOVATION			1500.0 CO	28500. CO							30000.0
B-S-015	ELEM. BLD PROJ 3		300.0 D	6000.0 D								6300.0
		15495.	340.0	7500.0	28500.							51835.0
B-T-004	DPW MAINT. EXPANSIO	30.0 A	500.0 D									530.0
B-T-007	DWP STORAGE EXPANSI		10.0 A									10.0
B-T-008	ROOF REPAIR/REPLACE						30.0 A					30.0
B-T-011	TOWN BLD. MAJOR MAI	23.4 A	35.0 A	12.0 A	75.0 A	15.0 A	50.0 A	17.0 A	30.0 A	30.0 A	50.0 A	337.4
B-T-013	WINDOW REPAIR/REPLA	10.0 A	25.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	115.0
		63.4	570.0	22.0	85.0	25.0	90.0	27.0	40.0	40.0	60.0	1022.4
CD- -001	ACQUIRE OPEN SPACE		40.0 A		40.0 A		40.0 A		40.0 A		40.0 A	200.0
CD- -001	ACQUIRE OPEN SPACE		60.0 G		60.0 G		60.0 G		60.0 G		60.0 G	300.0
			100.0		100.0		100.0		100.0		100.0	500.0
FN- -001	REPL DATA PROC EQ-A	48.0 A	64.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	496.0
OTAL	FINANCE	48.0	64.0	48.0	48.0	48.0	48.0	48.0	48.0	48.0	48.0	496.0
GS- -004	FLEXIBLE ACCOUNT	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	100.0
GS- -005	OPTICAL IMAGING		42.0 A									42.0
GS- -006	NEIGH. IMP. PROG.	48.0 R	48.0 R	48.0 R	55.0 R	55.0 R	55.0 R	55.0 R	55.0 R	63.0 R	63.0 R	545.0
		58.0	100.0	58.0	65.0	65.0	65.0	65.0	65.0	73.0	73.0	687.0
HS- -001	ELDER SERV. VAN			58.0 A					61.0 A			119.0
				58.0					61.0			119.0
LB- -001	LIBRARY FURNISHINGS			16.0 A								16.0
LB- -003	CIRCULATION SYSTEM	70.0 A	28.0 A									98.0
LB- -004	LIBRARY COMPUTERS	13.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	112.0
LB- -006	LIBRARY SPACE REVIE					25.0 A						25.0
SUBTOTAL	LIBRARY	83.0	39.0	27.0	11.0	36.0	11.0	11.0	11.0	11.0	11.0	251.0
PS-F-001	REPLACE A PUMPER	225.0 A					248.5 A					473.5
PS-F-002	REHAB ENGINE 3	26.3 A										26.3
PS-F-003	REPLACE AMBULANCE		110.8 A					142.4 A				253.2
F	-006 CONFINED SPACE RESC		10.3 A									10.3
F	-007 REPLACE CHIEF'S VEH				33.0 A							33.0

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PROJECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
PS-F-008	REPLACE FIRE HOSE				10.7 A							10.7
PS-F-009	REPLACE DEFIBRILLAT			14.0 A		14.0 A		14.0 A		14.0 A		56.0
PS-F-010	NEW RESCUE TOOL PUR					26.5 A						26.5
PS-F-011	PURCH SKID PUMP UNI					9.3 A						9.3
PS-F-012	IMAGING DEVICE		21.0 A									21.0
SUBTOTAL	FIRE	251.3	142.1	14.0	43.7	49.8	248.5	156.4		14.0		919.8
PS-P-001	REPLACE RADIO EQUIP	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	50.0
SUBTOTAL	POLICE	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	50.0
PW-C-015	CEMETERY RD. RECONS	10.0 A										10.0
SUBTOTAL	CEMETERY	10.0										10.0
PW-D-001	GEN. DRAINAGE IMP	15.0 A	15.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	270.0
PW-D-002	ABERJ. DRAIN. IMP.									206.0 A	50.0 A	256.0
PW-D-003	SAUGUS R. DRAINAGE	700.0 D		140.0 A		112.0 A		300.0 A				1252.0
		715.0	15.0	170.0	30.0	142.0	30.0	330.0	30.0	236.0	80.0	1778.0
W-E-001	REPLACE LOADERS			30.0 A		65.0 A	135.0 A	135.0 a	98.0 A			463.0
W-E-003	REPLACE DUMP TRUCK	118.0 A	136.0 A	68.0 A	140.0 A	70.0 A	75.0 A			75.0 A	150.0 A	832.0
W-E-004	TURF SWEEPER	18.0 A										18.0
W-E-005	REPL. PICK-U & VAN		55.0 A					79.0 A			36.0 A	170.0
W-E-010	REPLACE BUCKET TRUC					90.0 A						90.0
W-E-012	REPL LAWN MOWER	8.0 A	13.0 A	31.0 A	35.0 A			65.0 A				152.0
W-E-021	REPLACE ROLLER	14.0 A							35.0 A			49.0
W-E-024	REPLACE SIDEWALK PL								66.0 A			66.0
W-E-024	REPLACE SWEEPER			135.0 A								135.0
W-E-025	BLD. MAINT. VEH	25.0 A	28.0 A									53.0
W-E-034	REPL COMPRESSOR			15.0 A								15.0
W-E-038	REPL SNOW PLOWS	12.6 A	13.0 A	13.0 A	15.0 A	15.0 A	15.0 A	16.0 A	16.0 A	16.0 A	16.0 A	147.6
W-E-066	REPLACE SANDER TUBS			14.0 A								14.0
W-E-095	REPL85 BADGER CHIPP					25.0 A						25.0
W-E-123	REPL 85 E & TRAILER								8.0 A			8.0
W-E-129	REPL 52 GRADER									125.0 A		125.0
W-E-130	REPL 71 CAT TRAX DO									85.0 A		85.0
W-E-136	REPL REED SCREEN AL										75.0 A	75.0
UBTOTAL	- EQUIPMENT	195.6	245.0	306.0	190.0	265.0	225.0	295.0	223.0	301.0	277.0	2522.6
W-F-032	TREE NURSERY	5.1 A		5.3 A		5.6 A		5.6 A		6.2 A		27.8
UBTOTAL	FORESTRY	5.1		5.3		5.6		5.6		6.2		27.8
W-P-003	PLAYGROUND UPGRADE	24.0 A	18.5 A	18.9 A	19.4 A	15.0 A	20.7 A	20.0 A	15.0 A			151.5

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OJECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
PW-P-006	SCHOOL FENCE REPAIR		5.0 A	10.0 A	5.0 A							20.0
PW-P-011	PARK IRRIGATION	10.0 A	10.0 A	10.0 A								30.0
PW-P-016	TENNIS CT SHACK REP			12.0 A								12.0
PW-P-054	PITMAN BIKE PATH		250.0 G									250.0
SUBTOTAL	PARKS	34.0	283.5	50.9	24.4	15.0	20.7	20.0	15.0			463.5
PW-R-001	SIDEWLK & CURB CONS	65.0 A	65.0 A	70.0 A	75.0 A	80.0 A	85.0 A	90.0 A	95.0 A	100.0 A	105.0 A	830.0
PW-R-009	RECON SUMMER MN-WES	1020.0 G										1020.0
PW-R-013	DOWNTOWN IMPROVEMEN	2500.0 G										2500.0
PW-R-014	WEST STREET RECON.	1410.0 G										1410.0
PW-R-017	RECON EATON ST	204.0 G										204.0
PW-R-018	RECON SHORT/MILL ST		190.0 G									190.0
PW-R-022	RESURFACE HAVEN ST	30.0 G										30.0
PW-R-025	RESURFACE GREEN ST	25.0 G										25.0
PW-R-027	RESURFACE BANCROFT	40.0 G										40.0
PW-R-028	RESURFACE WASHINGTO	20.0 G										20.0
PW-R-029	RESURFACE HIGHLAND	24.0 G										24.0
PW-R-030	RESURFACE JOHN ST	30.0 G										30.0
PW-R-031	RESURFACE PLEASANT	25.0 G										25.0
PW-R-035	RESURFACE GARDNER R	10.0 G										10.0
PW-R-036	RESURFACE IDE ST	10.0 G										10.0
PW-R-045	RECON. WALK. BRK. D		1250.0 G									1250.0
PW-R-046	DOWNTOWN IMPROVEMEN		800.0 G									800.0
-R-047	DOWNTOWN IMPROVEMEN		300.0 G	300.0 G	225.0 G	75.0 G						900.0
-R-050	RESURFACE WILLOW ST		56.0 G									56.0
-R-051	RECON BERKLEY ST			155.0 G								155.0
PW-R-062	RECON SOUTH ST		154.0 G									154.0
PW-R-063	RECON TEMPLE ST			136.0 G								136.0
PW-R-064	RECON ASH ST			84.0 G								84.0
PW-R-067	RESURFACE OAKLAND R	16.0 G										16.0
PW-R-069	RECON GOULD ST		67.0 G									67.0
PW-R-070	RESURFACE WILSON ST			25.0 G								25.0
PW-R-071	RECON GREEN ST			25.0 G								25.0
PW-R-075	RESURFACE SMITH AVE			25.0 G								25.0
PW-R-081	RECON BEAR HILL RD				145.0 G							145.0
PW-R-082	RECON CHAPIN AVE				96.0 G							96.0
PW-R-091	RECON KING ST					96.0 G						96.0
PW-R-092	RECON PENN AVE					160.0 G						160.0
PW-R-100	STREET ACCEPTANCE					168.0 B						168.0
PW-R-105	RECON HOWARD ST						360.0 G					360.0
PW-R-108	UNDESIGNATED ROAD C	32.0 G		16.0 G		135.0 G	106.0 G	466.0 G	466.0 G	466.0 G	466.0 G	2153.0
PW-R-109	PARKING IMPROVEMENT	215.0 A										215.0
SUBTOTAL	ROAD/STREET	5676.0	2882.0	836.0	541.0	714.0	551.0	556.0	561.0	566.0	571.0	13454.0
SD-E-001	CLASSROOM TECHNOLOG	100.0 A	125.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	1425.0
SD-E-003	WIDE AREA NETWORK						75.0 A	75.0 A	75.0 A	75.0 A		300.0
SUBTOTAL	SCHOOLS EQUIP	100.0	125.0	150.0	150.0	150.0	225.0	225.0	225.0	225.0	150.0	1725.0

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ROJECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
W-S-001	WALKERS BROOK SEWER	1000.0 ED										1000.0
W-S-002	REPLACE PICK-UP & V	27.0 E	26.0 E									53.0
W-S-003	SEAL SEWER MANHOLES	10.0 E	10.0 E	10.0 E	10.0 E							40.0
W-S-004	SEWER LIFT STATIONS	30.0 E			30.0 E			30.0 E				90.0
W-S-005	DATA PROC EQUIP	6.0 E	8.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	62.0
W-S-007	INFLOW/FILTRATION		155.4 E									155.4
W-S-008	REPLACE DUMP TRUCK		68.0 E									68.0
W-S-016	REPL BACKHOE			75.0 E								75.0
W-S-023	SEWER STATION UPGRA										8.0 E	8.0
UBTOTAL	SEWER	1073.0	267.4	91.0	46.0	6.0	6.0	36.0	6.0	6.0	14.0	1551.4
W-W-001	WATER STORAGE TANK	50.0 E	900.0 ED									950.0
W-W-002	WATER MAIN LINING	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	2000.0
W-W-004	EFFLUENT TROUGH REP	60.0 E										60.0
W-W-006	WELL POWER SUPPLY	18.0 E										18.0
W-W-007	WELL BUILDING ROOFS	15.0 E	15.0 E									30.0
W-W-008	REPLACE LOADER	30.0 E	7.5 E									37.5
W-W-009	REPLACE DUMP TRUCK	68.0 E						85.0 E				153.0
W-W-010	CH LINK FENCE REPLA	13.4 E										13.4
W-W-011	DATA PROC EQUIPMENT	6.0 E	8.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	62.0
W-W-012	WATER TREATMENT PLA		9240.0 ED									9240.0
W-W-016	WATER MAIN WALKERS		164.4 E									164.4
W-W-017	WATER MAIN WAVERLY		8.4 E									8.4
W-W-020	WATER METER REMOTE	200.0 E	200.0 E	200.0 E	150.0 E							750.0
W-W-023	REPLACE PICK-UP & V			23.0 E			33.3 E				50.0 E	106.3
W-W-024	INSP BEAR HILL WATE			8.7 E					9.7 E			18.4
W-W-027	WATER MAIN WAKEFIEL		45.0 E									45.0
W-W-031	WATER MAIN BELMONT				90.0 E							90.0
W-W-032	INSP AUBURN ST TANK				8.7 E					9.7 E		18.4
W-W-046	WATER MAIN CAUSEWAY								32.0 E			32.0
W-W-055	REPL TAPPING MACHIN										6.0 E	6.0
BTOTAL	WATER	660.4	10788.	437.7	454.7	206.0	239.3	291.0	247.7	215.7	262.0	13802.8
- -001	ELEC SUBSTATION - E	5000.0 E										5000.0
- -001	ELECTRIC SUBSTATION	5500.0 ED										5500.0
STOTAL	LIGHT DEPT	10500.										10500.0

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JECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
YEARLY TOTALS:		34972.8	15966.3	9778.9	30293.8	1732.4	1864.5	2071.0	1637.7	1746.9	1651.0	101715.3
SOURCE OF FUNDING:												
A	ANNUAL APPROPRIATION	1100.4	935.6	936.2	712.1	831.4	1038.2	1088.0	803.0	996.2	786.0	9227.1
B	BETTERMENT					168.0						168.0
CO	CAPITAL/DEBT EXCL. OVRD.			1500.0	28500.0							30000.0
C	SALE OF CEMETERY LOTS											
D	DEBT TO BE AUTHORIZED	16195.0	800.0	6000.0								22995.0
E	ENTERPRISE APPROP.	5733.4	915.7	528.7	500.7	212.0	245.3	327.0	253.7	221.7	276.0	9214.2
ED	ENTERPRISE DEBT	6500.0	10140.0									16640.0
G	GRANT OUTSIDE FUNDING	5396.0	3127.0	766.0	526.0	466.0	526.0	466.0	526.0	466.0	526.0	12791.0
S	SALE OF REAL ESTATE											
R	REVOLVING FUND	48.0	48.0	48.0	55.0	55.0	55.0	55.0	55.0	63.0	63.0	545.0
U	REQUESTED, BUT UNFUNDED											
		34972.8	15966.3	9778.9	30293.8	1732.4	1864.5	1936.0	1637.7	1746.9	1651.0	101580.

TOWN OF READING, MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENTS PLAN, FY 2000 THROUGH FY 2009
FINANCING PLAN FOR BORROWING

				FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY00-FY09
Projected General Operating Budget				$47,778,187	$49,034,572	$51,042,954	$52,574,243	$54,151,470	$55,776,014	$57,449,294	$59,172,773	$60,947,956	$62,776,395	$550,703,859
A 6.5% to 7.5% of General Operating Budget (phased in over six years)				6.50%	6.70%	6.90%	7.10%	7.30%	7.50%	7.50%	7.50%	7.50%	7.50%	
Available for Capital Expenditures (Inc. SBAB & Cem. reimb.)				$ 4,147,968	$4,295,674	$4,517,850	$4,677,745	$5,398,454	$5,025,480	$6,639,613	$6,708,874	$6,902,013	$9,721,645	$59,645,316
B SBAB REIMBURSEMENT (TOTAL)				$1,017,195	$1,017,195	$1,017,195	$1,017,195	$1,559,220	$1,559,220	$2,519,009	$2,519,009	$2,519,009	$5,410,909	$20,160,850
Joshua Eaton/ Birch Meadow (incl. new projects in fy 98)				$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	$340,000	$3,400,000
Parker Middle School				$677,195	$677,195	$677,195	$677,195	$677,195	$677,195	$677,195	$677,195	$677,195	$677,195	$6,771,950
Coolidge Middle School								$542,025	$542,025	$542,025	$542,025	$542,025	$542,025	$3,252,150
Elementary School Building Project										$552,466	$552,466	$552,466	$552,466	$2,209,864
Elementary School Building Project Phase II										408,223	$408,223	$408,223	$408,223	$1,632,892
Elementary School Building Project Phase III													$400,000	$400,000
RMHS Renovation													$2,500,000	$2,500,000
			FINAL YEAR											
Committed Debt (Serial Issues & BANS to be rolled into Serial Issue)														
CEMETERY DEVELOPMENT **				$51,875	$55,090	$52,500								$182,375
PARK IMPROVEMENTS **				$58,517	$58,740	$56,070								$173,327
POLICE STATION (LAND)				$41,366	$39,679	$38,010	$36,549	$35,258	$33,945	$27,729	$24,855	$21,581	$18,507	$317,278
POLICE STATION (NEW BUILDING) *				135,000	337,647	487,838	467,800	451,736	792,000	781,750	731,550	701,250	671,000	$5,537,421
FIRE DEPARTMENT														
Fire Station				$353,730	$129,913									$883,652
Fire ladder truck				$42,063	$48,725									$98,778
SCHOOLS														
Killam Roof				$20,781	$17,850									$38,631
High School Roof				$16,142	$15,480	$18,305	$10,525							$58,452
Bid ron./add. (Birch Mead. & Eaton)				$535,418	$522,443	$605,935	$587,830	$569,370	$551,798	$533,959	$514,345	$494,376	$474,407	$5,592,881
High School Roof				$17,588	$45,900	$44,157	$42,244	$40,294	$38,436					$258,821
Bid ron./add. Parker				$521,528	$505,000	$490,783	$477,356	$465,531	$453,500	$441,331	$429,025	$418,581	$404,137	$4,605,821
Bid ron./add. Parker				$765,059	$737,046	$714,740	$698,140	$681,438	$654,730	$638,024	$621,115	$604,004	$588,893	$6,701,187
Renovate Coolidge Middle School *				272,500	450,000	450,000	450,000	990,000	963,000	938,000	909,000	882,000	$855,000	$7,157,500
School Boilers				$27,138	$26,166	$25,166	$24,145	$23,102	$22,038					$147,755
School Boilers				$25,918	$25,693	$24,580	$23,605	$22,745	$21,870	$20,985	$12,270			$178,568
Classroom Technology **				$109,750	$110,000	$105,000								$324,750
Joshua Eaton Improvements				$35,665	$31,315	$33,240	$32,440	$31,635	$30,820	$29,995	$29,160	$28,315	$27,470	$313,055
Birch Meadow Improvements				$85,905	$81,655	$78,830	$76,230	$73,815	$71,370	$68,895	$66,300	$63,855	$61,320	$728,205
RMHS Immediate Repairs				$204,574	$252,387	$242,443	$235,043	$227,596	$220,058	$212,427	$204,703	$196,887	$189,071	$2,245,489
Repairs to Birch Meadow & RMHS (Heating syst.)				$100,223	$95,458	$91,735	$88,935	$88,118	$83,265	$80,378	$77,455	$74,498	$71,541	$849,648
TOTAL SCHOOLS	33,867,000			$2,932,399	$3,020,702	$2,922,694	$2,746,493	$3,211,842	$3,110,887	$2,981,994	$2,863,463	$2,760,516	$2,669,839	$29,200,819
C TOTAL GEN. FUND DEBT SERV. (Committed)	41,219,000			$3,727,932	$3,988,406	$3,556,982	$3,250,841	$3,698,635	$3,878,382	$3,751,473	$3,619,868	$3,483,347	$3,359,346	$38,373,450

** BANS Issued. No intention to Issue Serial Debt (5 years of BANS)

* BANS issued. No permanent debt issued

Proposed Debt Issues FY 2000 Through FY 2009	[illegible]	%	[illegible] YEAR ISSUED	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY00-FY09
				FY 2000 PROPOSALS										
B S 11 Major RMHS Update * (override)	[illegible]	6.00	2003					750,000	1,500,000	1,500,000	1,500,000	1,500,000	$3,150,000	$9,900,000
B S-17 Elementary School Building Projects * Phase I	475,000	6.00	2000		23,750	23,750	23,750	23,750	23,750	52,250	50,825	49,400	47,975	$319,200
B S 17 Elementary School Building Projects * Phase I	8,435,000	6.00	2001			421,750	421,750	421,750	421,750	421,750	927,850	902,545	877,240	$4,810,385
B S 15 Elementary School Building Projects * Phase II	330,000	6.00	2001		$16,500	$16,500	$16,500	$16,500	16,500	36,300	35,310	34,320	33,300	$221,730
B S-15 Elementary School Building Projects * Phase II	6,255,000	6.00	2002				312,750	312,750	312,750	312,750	688,050	609,285	650,520	$3,258,855
B S-18 Killam School Renovations * Phase III	300,000	6.00	2002				15,000	15,000	15,000	15,000	15,000	33,000	$51,000	$150,000
B-S-18 Killam School Renovations * Phase III	6,000,000	6.00	2003					300,000	300,000	300,000	300,000	300,000	$660,000	$2,160,000
B-T-04 DPW Maintenance Expansion	500,000	5.50	2001			25,000	25,000	90,000	86,563	83,126	79,689	76,252	$72,815	$538,445
PW-R 3 Drain Imp - Saugus River	700,000	5.50	2000		35,000	35,000	108,500	104,650	100,800	96,950	93,100	89,250	85,400	$746,850
** BANS Issued No Intention to Issue Serial Debt (5 years of BANS)														
* Assumed SBAB Reimbursement & 20 year bonding														
D Total Additional Debt	[illegible]			0	75,250	522,000	923,250	2,034,400	2,777,113	2,818,126	3,869,824	3,654,052	5,646,250	$22,142,265
E New Debt Service Total	[illegible]			$3,727,939	$4,063,656	$4,075,962	$4,174,091	$5,733,035	$6,653,495	$8,569,599	$7,309,492	$7,137,299	$9,007,598	$58,455,285
F. Proposition 2 1/2 override for RMHS								750,000	1,500,000	1,500,000	1,500,000	1,500,000	$850,000	$7,400,000
G Available for Capital Expenses not bonded				$330,020	$222,018	$438,888	$503,654	$415,418	$471,985	$1,570,014	$959,382	$1,264,614	$1,364,049	$7,590,051
H Capital Needs Funded from Appropriation per FY 2000 CIP				$1,100,400	$935,600	$936,200	$712,100	$831,100	$1,044,800	$1,088,000	$810,100	$990,200	$792,200	$9,247,000
I. Revenue from Burbank Ice Arena (Open Space/ Recreation Revolving Fund)								$113,141	$115,970	$118,859	$121,840	$124,886	$128,009	$722,715
J Deficit				($720,371)	($713,582)	($497,312)	($208,446)	($302,841)	($456,846)	$800,883	$271,122	$393,300	$699,858	($934,234)
K Available from Sale of Real Estate				$769,371	$713,582	$497,312	$208,446	$302,841	$456,846					$2,945,398
L Deficit to be funded from tax levy, fees, other revenue or budget reductions				$48,000	$0	($0)	$0	($0)	$0	$800,883	$271,122	$393,300	$699,858	$2,011,164

3/19/99

Balancing Assumptions:

Assumes following changes to financing plan:

1. Actual debt service costs included for Parker project ($7,750,000)
2. Actual debt service costs included for High School, Joshua Eaton & Birch Meadow repairs, heating, etc. (total $3,500,000)
3. Includes addltional transfer of $168,288 in Sale of Real Estate funds for FY 1999
4. Actual Interest costs for BANS for Police Station and Coolidge Middle School sold 6-24-98 for $2,000,000 & $3,000,000 rolled over 1-14-99.
5. Assumes BANS for Police Station and Coolidge Middle School remalnlng $2,400,000 & 6,000,000 sold 3-25-99 (to mature 1-13-2000) at 3.50 %
6. Assumes lease of land fill to Corporex for $1,500,000 up front ; assumes Corporex closes landfill at no cost to Town

ANALYSIS OF SALE OF REAL ESTATE FUND

DATE	INTEREST (Interest @ 5 5	WITHDRAWAL	ADDITION	CUMULATIVE BALANCE
30-Jun-97				2,338,508
01-Jul-97		(558,727)		1,779,781
10-Nov-97		(150,000)		1,629,781
01-Jul-98			289,377 Dolben Kicker	1,919,158
01-Jul-98		(152,135)	Town Meeting Vote	1,767,023
01-Jul-98			100,000 Reverting to Fun	1,867,023
01-Aug-98			20,290 Grove St Sale	1,887,313
01-Jan-99			83,812 Homart Settleme	1,950,835
01-Jan-99	90,714	(168,288)	Town Meeting Vote	1,814,859
01-Jan-00	84,391	(766,371)		1,132,879
01-Jan-01	52,679	(713,582)		471,976
01-Jan-02	21,947	(497,312)	250,000 Corporex Lease	246,611
01-Jan-03	11,467	(208,446)	250,000 Corporex Lease	299,632
01-Jan-04	13,933	(302,841)	500,000 Corporex Lease	510,724
01-Jan-05	23,749	(456,846)	450,000 Corporex Lease	527,627
01-Jan-06	24,535	0	400,000 Corporex Lease	952,161
01-Jan-07	44,275	0		996,437
01-Jan-08	46,334	0		1,042,771

3/19/99

ANNUAL TOWN MEETING

Reading Memorial High School April 15, 1999

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:45 p.m., there being a quorum present.

The Invocation was given by The Reverend Kevin Vendt of the First Baptist Church, followed by the Pledge of Allegiance to the Flag.

ARTICLE 10 – On motion by Willard J. Burditt, Precinct 4, it was moved to removed Article 10 from the table.

ARTICLE 10 – On motion by Willard J. Burditt, Precinct 4, it was voted that the Town raise by borrowing under Massachusetts General Laws, Chapter 44, Section 10 and Chapter 44, Section 8(8), or any other enabling authority, and appropriate the sum of Five Million Five Hundred Thousand Dollars ($5,500,000) for the purpose of purchasing, extending or enlarging the plant of the Reading Municipal Light Department as provided in Massachusetts General Laws, Chapter 164, and the Acts of 1908, Chapter 369, within the limits of the Town of North Reading, in which it is authorized to distribute its products, said sum to be expended by and under the direction of the Reading Municipal Light Department.

2/3 vote required
133 voted in the affirmative
- 0 - voted in the negative

ARTICLE 16 – On motion by Camille W. Anthony, Precinct 5, it was moved to lay Article 16 on the table.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town raise by borrowing, or from the tax levy, or transfer from available funds, and appropriate the sum of

$52,687,589

for the operation of the Town and its government for Fiscal Year 2000 beginning July 1, 1999.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items A1 and A2 (Accounting Department):

$108,554

To be provided as follows:

Lines A1 and A2
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items B9 and B10 (Community Development Department):

$238,899

To be provided as follows:

Line B9
$940 from wetland fees

The remainder of Lines B9 and B10
Property taxes, State Aid and Non-property tax local receipts

On motions by William C. Brown, Precinct 8, it was moved to amend Line Items B9 and B10 by reducing it by $12,724 (Zoning Enforcement) and $7450 (Department Head).

Motions to amend did not carry.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items C13 and 14 (Finance Department):

$804,077

To be provided as follows:

Lines C13 and C14
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items D14 and D15 (General Services Department):

$653,138

To be provided as follows:

Lines D14 and D15
Property taxes, State Aid and Non-property tax local receipts

On motion by William C. Brown, Precinct 8, it was moved to amend Line Items D14 and D15 by moving $3000 out of Personal Services (Town Manager's Salary) and placing it into Non-Personal Expenses.

Motion to amend is withdrawn.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items E12 and E13 (Human Services Department):

$404,775

To be provided as follows:

Lines E12 and E13
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items F1 and F2 (Library Department):

$767,745

To be provided as follows:

Lines F1 and F2
Property taxes, State Aid and Non-property tax local receipts

On motion by Mary Ellen O'Neill, Precinct 6, it was moved to amend Line Items F1 and F2 by increasing the budget by $20,000.

Motion to amend does not carry.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items G9 and G10 (Public Safety Department):

$5,667,151

To be provided as follows:

Lines G9 and G10
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items H11 through H17 (Department of Public Works):

$3,230,882

To be provided as follows:

Lines H11 through H15 and Line H17
Property taxes, State Aid and Non-property tax local receipts
Line H16
$99,890 from Cemetery bequest with the remainder from Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items I-1 through I-4 (Building Maintenance):

$2,562,688

To be provided as follows:

Lines I-1 through I-4
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items J1 through J2 (School Department):

$22,500,760

To be provided as follows:

Lines J1 through J2
Property taxes, State Aid and Non-property tax local receipts

On motion by William C. Brown, Precinct 8 to check if we still have a quorum present - 114 town meeting members were present and accounted for.

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items K1 through K48 (Debt Service and Capital):

$4,358,539

To be provided as follows:

Line K1
$766,371 from sale of real estate funds, $55,500 from cemetery bequest, and the remainder from Property taxes, State Aid and Non-property tax local receipts
Lines K2 through K48
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items L1 through L7 (Employee Benefits):

$5,488,847

To be provided as follows:

Line L1
$1,100,000 from certified free cash; $282,500 from abatement surplus with the remainder from Property taxes, State Aid and Non-property tax local receipts
Lines L2, L3, L4, L5, L6 and L7
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items M1 through M4 (Water Fund):

$2,433,415

To be provided as follows:

Line M4
$98,000 from Water Reserves

Lines M1 through M3 and the remainder of M4
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved that the Town approve and appropriate the proposed FY2000 budget as presented for Line Items N1 through N4 (Sewer Fund):

$3,468,119

To be provided as follows:

Lines N1 through N4
Property taxes, State Aid and Non-property tax local receipts

ARTICLE 17 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was voted that the Town vote to raise by borrowing, or from the tax levy, or transfer from available funds, and appropriate the sum of $52,687,589 for the operation of the Town and its government for Fiscal Year 2000 beginning July 1, 1999, with the source of funds as detailed.

On motion by Michael F. Slezak, Precinct 6, it was voted that this Annual Town Meeting stand adjourned until Monday, April 26, 1999 at 7:30 p.m.

Meeting adjourned at 10:40 p.m.

143 Town Meeting Members were present.

A true copy. Attest:

Cheryl A. Johnson
Town Clerk

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
A.	ACCOUNTING DEPARTMENT		
	ACCOUNTING DEPARTMENT		
A1	Personal Services	107,034	
A2	Non-Personal Expenses	1,520	
	DEPARTMENT TOTAL	108,554	
B	COMMUNITY DEVELOPMENT DEPARTMENT		
	CONSERVATION DIVISION		
B1	Personal Services	41,655	$940 wetland
B2	Non-Personal Expenses		fees
	ZONING BOARD		
B3	Personal Services	1,050	
	HISTORICAL COMMISSION		
B4	Non-Personal Expenses	1,224	
	INSPECTION DIVISION		
B5	Personal Services	95,753	
B6	Non-Personal Expenses		
	GENERAL DEPARTMENT		
B7	Personal Services	90,483	
B8	Non-Personal Expenses	8,734	
	TOTAL		
B9	Personal Services	228,941	
B10	Non-Personal Expenses	9,958	
	DEPARTMENT TOTAL	238,899	
C	FINANCE DEPARTMENT		
	FINANCE COMMITTEE		
C1	Personal Services	900	
C2	Non-Personal Expenses	33,060	
C3	Reserve Fund	150,000	
	ASSESSMENT DIVISION		
C4	Personal Services	85,548	
C5	Non-Personal Expenses	8,335	
C6	Revaluation		
	TECHNOLOGY		
C7	Personal Services	76,729	
C8	Non-Personal Expenses	104,921	
	PERSONNEL		
C9	Personal Services	34,526	
C10	Non-Personal Expenses	19,330	
	GENERAL DEPARTMENT		
C11	Personal Services	235,000	
C12	Non-Personal Expenses	55,728	
	TOTAL		
C13	Personal Services	432,703	
C14	Non-Personal Expenses	371,374	
	DEPARTMENT TOTAL	804,077	

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
D	GENERAL SERVICES DEPARTMENT		
	SELECTMEN		
D1	Non-Personal Expenses	1,950	
	TOWN MANAGER		
D2	Personal Services	94,225	
D3	Non-Personal Expenses	2,750	
	LAW DIVISION		
D4	Town Counsel	113,070	
D5	Labor Counsel	17,000	
D6	Other Expenses	7,650	
	TOWN CLERK		
D7	Personal Services	45,696	
D8	Non-Personal Expenses	1,350	
	ELECTIONS/REGISTRATION		
D9	Personal Services	15,460	
D10	Non-Personal Expenses	16,100	
D11	CASUALTY INSURANCE	90,000	
	GENERAL DEPARTMENT		
D12	Personal Services	174,037	
D13	Non-Personal Expenses	73,850	
	TOTAL		
D14	Personal Services	329,418	
D15	Non-Personal Expenses	323,720	
	DEPARTMENT TOTAL	653,138	
E	HUMAN SERVICES DEPARTMENT		
	HEALTH DIV./WTS. & MEAS.		
E1	Personal Services	85,841	
E2	Non-Personal Expenses	46,074	
	ELDER SERVICES DIVISION		
E3	Personal Services	122,668	
E4	Non-Personal Expenses	19,156	
	VETERANS DIVISION		
E5	Personal Services	11,489	
E6	Non-Personal Expenses	700	
E7	Veterans Assistance	7,500	
	RECREATION DIVISION		
E8	Personal Services	49,790	
E9	Non-Personal Expenses	3,255	
	GENERAL DEPARTMENT		
E10	Personal Services	54,677	
E11	Non-Personal Expenses	3,625	
	TOTAL		
E12	Personal Services	324,465	
E13	Non-Personal Expenses	80,310	
	DEPARTMENT TOTAL	404,775	
F	LIBRARY DEPARTMENT		
	LIBRARY		
F1	Personal Services	621,150	
F2	Non-Personal Expenses	146,595	
	DEPARTMENT TOTAL	767,745	

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
G	PUBLIC SAFETY DEPARTMENT		
	POLICE		
G1	Personal Services	2,600,988	
G2	Non-Personal Expenses	234,453	
	ANIMAL CONTROL		
G3	Personal Services	15,015	
G4	Non-Personal Expenses	5,485	
	FIRE/EMERGENCY MANAGEMENT		
G5	Personal Services	2,415,172	
G6	Non-Personal Expenses	98,651	
	DISPATCH		
G7	Personal Services	258,191	
G8	Non-Personal Expenses	39,196	
	TOTAL		
G9	Personal Services	5,289,366	
G10	Non-Personal Expenses	377,785	
	DEPARTMENT TOTAL	5,667,151	
H	PUBLIC WORKS DEPARTMENT		
	ADMINISTRATION		
H1	Personal Services	81,608	
H2	Non-Personal Expenses	5,987	
	ENGINEERING		
H3	Personal Services	211,194	
H4	Non-Personal Expenses	15,950	
	HIGHWAY & EQUIP. MAINT..		
H5	Personal Services	619,195	
H6	Non-Personal Expenses	318,021	
	PARKS/FORESTRY		
H7	Personal Services	338,369	
H8	Non-Personal Expenses	56,790	
	SUB-TOTAL FOR DEPARTMENT		
H11	Personal Services	1,250,366	
H12	Non-Personal Expenses	396,748	
H13	STREET LIGHTING	206,000	
H14	RUBBISH COLL./DISPOSAL	953,859	
H15	SNOW & ICE CONTROL	197,419	
	CEMETERY DIVISION		
H16	Personal Services	196,340	($99890 from
H17	Non-Personal Expenses	30,150	Cem. bequest
H18	PUBLIC WAY		
	TOTAL FOR DEPARTMENT		
H20	Personal Services	1,446,706	
H21	Non-Personal Expenses	1,784,176	
	DEPARTMENT TOTAL	3,230,882	

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
I	BUILDING MAINTENANCE DEPARTMENT		
	SCHOOL BUILDING		
I1	Personal Services	1,042,199	
I2	Non-Personal Expenses	1,134,349	
	TOWN BUILDING		
I3	Personal Services	94,266	
I4	Non-Personal Expenses	291,874	
	TOTAL	2,562,688	
	TOWN TOTALS		
	Personal Services	9,916,248	
	Non-Personal Expenses	4,521,661	
	TOWN TOTAL	14,437,909	
J	SCHOOL		
J1	School Department	22,347,760	
	BUILDING MAINTENANCE		
	Personal Services		
	Non-Personal Expenses		
J2	Northeast Regional Vocational School District Assessment	153,000	
	SCHOOL TOTAL	22,500,760	
K	DEBT SERVICE & CAPITAL		
K1	DEBT SERVICE	3,727,939	($766,371 from sale of Real estate, $55,500 from Cem. Beq
K2	CAPITAL PROJECTS		
K4	B-T-04 - DPW Veh. Maint. Expansion	0	
K5	B-T-07 - DPW storage Expansion	0	
K6	B-T-08 - Roof Repair/Replace	0	
K7	B-S-9 Sch. Oil Tank Removal	0	
K8	B-T-04 - HVAC Improvemtns	0	
K9	B-T-05 DPW Fuel sta Replacement	0	
K10	B-T-11 Town Bld. Improvements	23,400	
K11	B-T-14 Library Renovations	0	
K12	B-T-12 Town Hall masonary repairs	0	
K13	B-T-12 Town Hall window repair / re	10,000	
K14	CD-P-2 Downtown Parking Improv	0	
K15	FN-1 Data Processing	48,000	
K16	GS-04 Flexible Account	10,000	
K17	GS-05 - Purchase optical records s	0	
K18	LB-4 Purchase Library Computers	13,000	
K19	LB-02 - Library Circulation system	70,000	
K20	LB-3 Purchase Library Furnishings	0	
K21	PS-F-1 Replace Fire Vehicle	0	
K22	PS-F-2 - Rehabilitate Fire Dep't Eng	26,500	
K23	PS-F-11 Replace Fire Rescue Tool	0	
K24	PS-F-15 Fire Breathing App	0	
K25	PS-P-1- Police Station Architect	0	
K26	PS-P-2 Purchase Police Radios	5,000	
K27	PS-P-3 Purchase Police Computers	0	

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
K28	PWB-11 Recon. Library Park. Lot	0	
K29	PW-C-15 - Cemetery Road Improver	10,000	
K30	PW-D-01 Drainage Improvements	15,000	
K31	PW-D-3 - Saugus River Drainage Im	0	
K32	PW-E-4,18,25 Hwy Equipment	195,600	
K33	PW-F-32 - Tree nurserry stock	5,100	
K34	PW-L-01 Landfill Closure	0	
K35	PWP3 Field/Court/Playgrnd Rehab.	24,000	
K36	PW-P-6 - School Fence replacement	0	
K37	PW-P-11 - Park irrigation.	10,000	
K38	PW-P-54 - Replace Tennis Ct. shack	0	
K39	PW-R-13 Traffic Signal Imp.	0	
K40	PW-R-02 Pavement Mgmt Plan	0	
K41	PWR-6 Sidewalk / Curb Constructior	65,000	
K42	PW-R-10 - Parking Lot	0	
K43	PWR-7 Aerial Topo Maps	0	
K44	PW-R-109 - Parking Improvements	0	
K45	SD-E-1 School Information Technol	100,000	
K46	SD-E-3 - School Wide Area Network	0	
K47	High School Renovations	0	
K48	Elementary Enrollment Study	0	
	CAPITAL PROJECTS TOTAL	630,600	
	DEBT SERV. & CAP. TOTAL	4,358,539	
L	EMPLOYEE BENEFITS		
L1	Contributory Retirement	2,128,532	($1,100,000 fro
L2	Non-Contrib. Retirement	92,568	free cash & $2E
L3	Unemployment Benefits	21,600	from abatemen
L4	Group Health/Life	2,726,438	surplus)
L5	Medicare / Social Security	345,925	
L6	Workers Compensation	150,784	
L7	Police / Fire Indemnification	23,000	
	EMPLOYEE BENEFITS TOTAL	5,488,847	
	STATE & COUNTY ASSESSMENTS		
	NON-ENTER. TOTALS	46,786,055	
M	WATER FUND		
M1	Personal Services	653,650	
	Non-Personal Expenses		
	Personnel Benefits	153,335	
	Other	966,030	
M2	Total Non-Personal Expenses	1,119,365	
	SUBTOTAL - OPERATIONS	1,773,015	
M3	Debt Service	0	
M4	Capital Outlay	660,400	$ 98,000 from r reserves
	SUBTOTAL-CAP. & DEBT	660,400	
	TOTAL - WATER	2,433,415	

No.		TOWN MEETING APPROVED Budget FY - 2000 $	Remarks and Source of Funding
N	SEWER FUND		
N1	Personal Services	189,461	
	Non-Personal Expenses:		
	Personnel Benefits	27,131	
	Other	3,015,597	
N2	Total Non-Personal Expenses	3,042,728	
	SUBTOTAL - OPERATIONS	3,232,189	
N3	Debt Service	162,930	
N4	Capital Outlay	73,000	
	SUBTOTAL-CAP. & DEBT	235,930	
	TOTAL - SEWER	3,468,119	
	RECAP TOTALS	52,687,589	

FY 2000 BUDGET PRESENTATION

APRIL 15, 1999

GENERAL COMMENTS

- This is a "stand still" budget.
- There are no new programs or new initiatives.
- The budget process this is not over.
- Possible Town Meeting in July to adjust for adjustments in State aid.
- The budget before you has been recommended by FINCOM and endorsed by the Board of Selectmen and the School Committee.
- Vote the bottom line for each Department budget - give Department Heads more flexibility.

REVENUES

- Total general fund budget increase is $2,239,561, or 4.95% from last year.
- P 51 of the warrant report shows the details of revenue projections.
- The Chart shows the magnitude of revenues from major sources.
- From FY 98 to FY 00 the following is the trend in revenues as a percentage of the total revenues (1% = $475,000):

	FY 98	FY 99	FY OO
Prop. Tax	62.8%	62.4%	61.7%
Local Receipts	10.2%	9.4%	9.4%
State Aid	18.6%	21.7%	20.7%
Transfers	8.4%	6.5%	8.2%

EXPENSES

- "Stand Still" budget – no new programs
- Unmet needs:

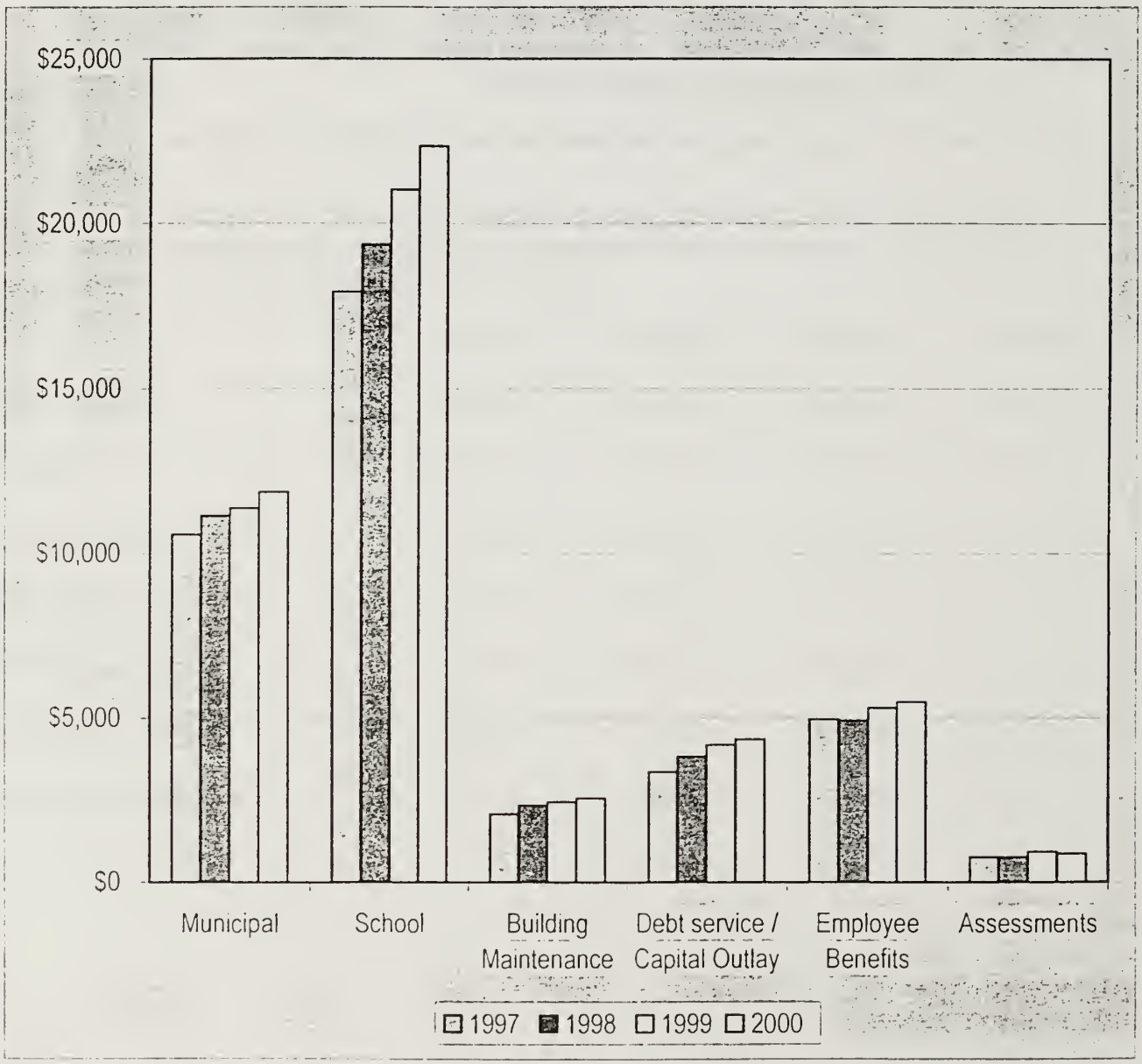
Town	$500,000
Building Maintenance	$210,000
Schools	$900,000
Capital	$475,000
TOTAL	2,085,000

- The percentage of the annual operating budget that goes to each of the major categories has changed as follows over the last 4 years (a shift of 1% reflects a shift of $475,000 in FY 00 dollars):

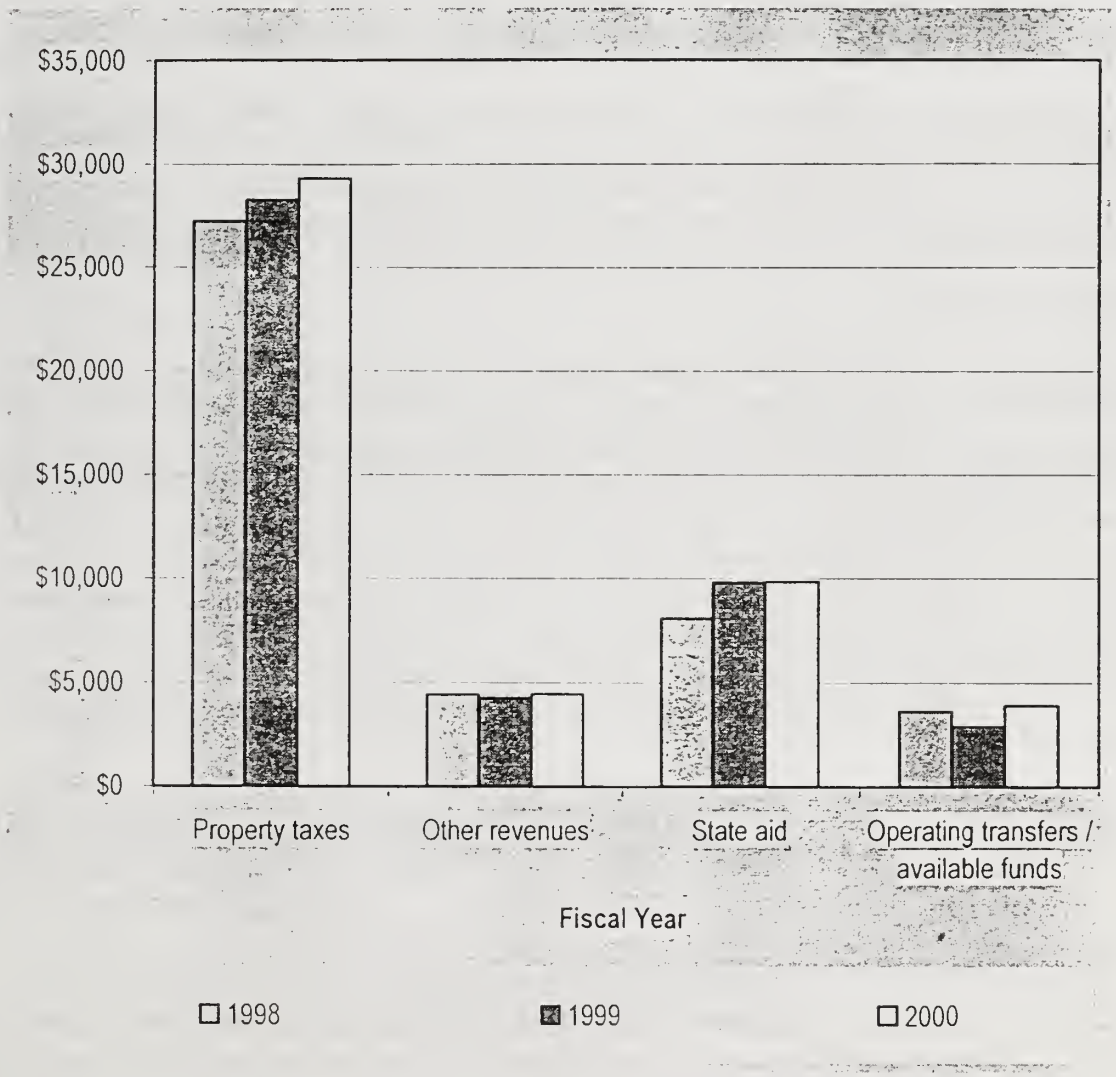
	FY 97	FY 98	FY99	FY00
Gen. Gov't	26.65%	26.30%	25.14%	25.00%
School	45.19%	45.66%	46.43%	47.05%
Build. Maint.	5.26%	5.55%	5.41%	5.40%
Voke School	.23%	.22%	.49%	.32%
Debt/Capital	8.47%	9,05%	9.23%	9.18%
Employee Ben.	12.51%	11.61%	11.73%	11.56%
State/Co. Assess.	1.69%	1.60%	1.57%	1.50%

- Budgets for the Town General Government includes:
- Salary increases as negotiated with unions;
- Salary increases for non union which includes a 1.8% COLA, and eligibility for step increase;
- Phase 1 Implementation of bi-annual pay/classification study - non-union;
- Expenses are typically rising by 2%.
- Professional Development is shifted to the individual Departments from the Personnel budget;
- Full year's cost of condo trash collection and recycling (this accounts for just over 10% of General Government budget increase);
- A deferral of 3 capital projects until more revenue is available, or until next year.

Town of Reading, Massachusetts
General Fund Expenditures
(in millions of dollars)



Town of Reading, Massachusetts
General Fund Revenues
(in millions of dollars)



ANNUAL TOWN MEETING

Reading Memorial High School April 26, 1999

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:45 p.m., there being a quorum present.

The Reverend Thomas Powers of St. Agnes Catholic Church requested a moment of silence for the students and families of Columbine High School in Littleton, Colorado. The Invocation was given by The Reverend Thomas Powers, followed by the Pledge of Allegiance to the Flag.

On motion by George V. Hines, Precinct 7, it was moved to remove Article 24 out of order.

ARTICLE 24 – On motion by George V. Hines, Precinct 7, it was voted to amend the motion made under Article 10 of the Warrant for the Annual Town Meeting of April 14, 1997 which authorized the conveyance of the Reading landfill for the minimum amount of eighty percent (80%) of appraised value and provided that such authorization to transfer would expire unless the conveyance has taken place by June 30, 1999 unless extended by Town Meeting, by adding the following to said motion:

"In addition to the foregoing authorization to convey, the Board of Selectmen of the Town of Reading is further authorized to let or lease for an original term of not more than 99 years the property described herein provided that the present value of the lease payments over the life of the lease together with such other obligations of the lessee with regard to the property are in the opinion of the Board of Selectmen equivalent to eighty percent (80%) of the MAI appraised value of such property; that the Board of Selectmen is authorized to let or lease all or any part of said property for such lease amount or a larger amount and upon such other terms and conditions as the Board of Selectmen shall consider proper and to execute a lease therefore; and vote that the authorization to transfer or to let or lease will expire unless a conveyance has taken place or a lease has been entered into by June 30, 2001 unless further extended by Town Meeting."

CATEGORY	INITIAL PROPOSAL	NEGOTIATED DEAL
Use	*Hotel, Office, Sports club*	*Full Service First Class Hotel, Office, Sports Club*
Lease	*Yes*	*Yes*
Rent	*$100,000 per year for 99 years – total of $9,900,000*	*$1,500,000 up front payment tied to building construction, Second 49 years of lease at $100,000 per year plus CPI adjustment - total of $11,300,000*
Close Landfill	*Will close and cap at an estimated cost of $4,000,000*	*Will close and cap - estimated cost $4,000,000 – Design guarantee transferred to Town*

CATEGORY	INITIAL PROPOSAL	NEGOTIATED DEAL
Monitor Landfill	*N/A*	*Up to $40,000 per year for est. 30 years per DEP regulations.*
Environment. Liability	*N/A*	*Corporex to buy for Town a $5,000,000 Environmental Liability policy – Approx. cost $30,000 per year for 10 years. Cross indemnification*
General Liability	*Not specified*	*Corporex to indemnify Town*
Penalties for Non-Development	*None*	*$50,000 per building per year of non-construction*
Deposit	*None*	*$50,000*
Option to Purchase (Corporex)	*None*	*Yes – for appraised value*
Public Facilities (Recreation)	*None*	*Will evaluate as part of site plan*
Cellular Tower Siting	*None*	*Will evaluate as part of site plan*
Advantages to Town of lease	*Not specified*	➢ *Easier collection of taxes and other payments;* ➢ *More long term control over site;* ➢ *No increase in liability;*
Value over 15 years	*$26,600,000*	*$28,100,000*

On motion by Camille W. Anthony, Precinct 5, it was moved to remove Article 16 from the table.

ARTICLE 16 – On motion by Camille W. Anthony, Precinct 5, it was voted that the Town raise the sum of One Million Dollars ($1,000,000) by borrowing, and appropriate said sum for reconstructing surface drains, sewers and sewerage systems in Walkers Brook Drive and/or Ash Street, including the cost of consulting engineering services, designs, plans, contracts, specifications, equipment, inspection fees, contingencies and related facilities and expenses thereto and necessary in connection therewith, said sum to be spent by and under the direction of the Board of Selectmen; and that the Town vote to authorize the Board of Selectmen to file applications for a grant or grants to be used to defray all or any part of the costs of said sewer construction and/or reconstruction and related matters; and that the Town vote to authorize the Board of Selectmen to enter into any or all agreements as may be necessary to carry out the purpose of this Article, including, but not limited to, the applications and acceptance of a grant

RMHS LIBRARY MEDIA CENTER
READING, MASS.

and a non-interest bearing loan from the Massachusetts Water Resource Authority, and to authorize the Treasurer-Collector to borrow pursuant to said loan.

2/3 vote required
145 voted in the affirmative
2 voted in the negative

ARTICLE 18 – On motion by George V. Hines, Precinct 7, it was voted to amend Section 2.1 of the General Bylaws of the Town by deleting the word "second" in Sections 2.1.1 and 2.1.3 thereof and substituting therefor the word "fourth" so that Sections 2.1.1 and 2.1.3 shall read as follows, or take any other action with respect thereto:

"2.1.1. The Annual Town Meeting shall be held on the third Tuesday preceding the fourth Monday in April of each year for the election of Town officers and for such other matters as required by law to be determined by ballot. Notwithstanding the foregoing, in any year in which presidential electors are to be elected, the Board of Selectmen may schedule the commencement of the Annual Town Meeting for the same date designated as the date to hold the presidential primary."

"2.1.3. All business of the Annual Town Meeting, except the election of such Town officers and the determination of such matters as required by law to be elected or determined by ballot, shall be considered at an adjournment of such meeting to be held at 7:30 p.m. on the fourth Monday in April, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day or at a further adjournment thereof."

ARTICLE 19 – On motion by Sally M. Hoyt, Precinct 4, it was voted to amend Section 4.2.2. (Table of Uses) of the Zoning By-Law by (1) deleting the provisions which permit Agricultural, Horticultural, and Floricultural Uses in all zones and (2) by adding the following to the 'Other Uses' provision of said Section 4.2.2:

OTHER USES	RES	RES	RES	BUS	BUS	BUS	IND
Agriculture, Horticulture, Floriculture, Viticulture on 5+ Acres	YES	YES	YES	YES	YES	YES	YES
Structures Accessory to Agriculture, Horticulture, Floriculture, Viticulture on 5+ Acres	YES	YES	YES	YES	YES	YES	YES

OTHER USES	RES	RES	RES	BUS	BUS	BUS	IND
Agriculture, Horticulture, Floriculture, Viticulture for Domestic Use Only	YES	YES	YES	YES	YES	YES	YES
Agriculture, Horticulture, Floriculture, Viticulture not for Domestic Use on Less Than 5 Acres	SPA	SPA	SPA	SPA	SPA	SPA	SPA

and that the Town add a new provision as §4.3.6. (Agricultural Uses on Less Than 5 Acre Parcels) which shall be:

"§4.3.6. Special Permit for Agricultural Uses on Parcels of Less Than 5 Acres. No Agricultural, Horticultural, Floricultural, or Viticultural use shall be permitted as a primary use on a parcel of land less than 5 acres without a Special Permit having been granted by the Board of Appeals. The Board of Appeals may grant a Special Permit in accordance with Section 7.3. of these By-Laws provided that the following criteria have been fulfilled:

a. Adequate provision shall be made for the garaging or screening of all tools, farm machinery or vehicles incidental to the proposed use.

b. Any structures used for the purpose set forth in subsection a. or for the purpose of providing housing, pens or enclosures for livestock shall be located at least fifty (50) feet from any property line.

c. In a residential district, provisions for landscaping and screening of any accessory structure in excess of two thousand (2,000) square feet of ground floor area shall be made as set forth in a plan to be filed with the special permit application and approved by the Board of Appeals.

d. Adequate provision must be made for the sanitary disposal of animal wastes and for complying with all relevant Board of Health regulations.

e. In acting upon Special Permits under this section, the Board of Appeals shall consider the proximity of existing dwellings, recreational facilities and sensitive environmental receptors such as wetlands and recharge areas for drinking water supplies. In acting upon a Special Permit under this section, the Board of Appeals may impose conditions to mitigate offensive odor and excess noise, to mitigate water and air pollution, to ensure dust and drainage control, to prevent interference with the safety of persons on adjoining properties, and other conditions on time or use as may be imposed by the Board of

Appeals according to Massachusetts General Laws, Chapter 40A, Section 9, or regulations adopted pursuant thereto.'

On motion to amend by Brendan J. O'Hagan, Precinct 1, it was voted to move the question.

2/3 vote required
125 voted in the affirmative
28 voted in the negative

Marty Schmidt spoke on the issue:

Warrant Article #19

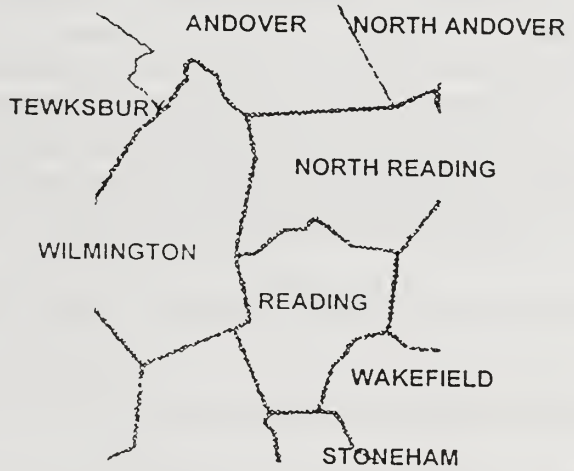
- Requires a Special Permit for new agricultural businesses on parcels less than 5 acres
  - Existing businesses are 'grandfathered'
- Balances the interests of agricultural businesses and homeowners
- Return zoning control to the town which the state took away in the 70's

Massachusetts General Law Chapter 40A, Section 3

- Exempts Agriculture businesses from zoning ordinances and by-laws
- Intended to protect farmers
- Examples of exceptions:
  - Set Backs
  - Building Height Limitations
  - Wetlands Expansion
  - Expansion into residential zoning
  - Reading Board of Health animal controls

What are agricultural uses?

- Plants and crops
- All livestock
  - Pig farms, cows, chickens
  - Animals for fur production
- Dog Kennels for breeding
- Horticulture and floriculture
- *The sale of these products on the products*



What is in the Warrant?

- Requires a special permit for *primary* uses under 5 acres
- Addresses
  - Set backs: structures, pens, enclosures (50 ft.)
  - Provision for garaging or screening of tools/machinery
  - Provision for sanitary disposal of animal waste
  - Considerations for safety and protection of wetlands

On original motion:

2/3 vote required
106 voted in the affirmative
45 voted in the negative

ARTICLE 20 – On motion by George V. Hines, Precinct 7, it was voted to transfer the care, custody, management and control of the first following described land or portions thereof which are currently owned or being acquired by the Town, from the Conservation Commission for conservation, water supply and recreation purposes to the Board of Cemetery Trustees for cemetery purposes; and that the Town vote to transfer the care, custody, management and control of the second following described land or portions thereof which are currently owned or being acquired by the Town, from the Board of Selectmen and/or Board of Cemetery Trustees for general municipal and/or cemetery purposes to the Conservation Commission for conservation, water supply and recreation purposes; and that the Town vote to authorize the Board of Selectmen to file a petition to the General Court, if necessary, for a special act or for leave of the General Court, pursuant to Articles 49 and 97 of the Articles of Amendment to the Massachusetts Constitution, or any other enabling authority, authorizing the Town to make the foregoing transfers of care, custody, management and control so as to straighten out the lot lines between the Conservation Commission's land and Wood End Cemetery:

Parcel 1 - Beginning at an iron pipe at the land now or formerly of Alban G. and Mary C. Sheehan;

Thence, N65°-39'-21"W, a distance of 402.84' to a point;

Thence, N14°-50'-00"W, a distance of 26.24' to a point;

Thence, S80°-52'-59"E, a distance of 406.82' to a point;

Thence, S12°-24'-50"W, a distance of 130.00' to a point, said point being the point of beginning of this description.

Containing 30,497 square feet more or less or 0.70 acres.

Parcel 2 - The land being a portion of Lot 1 on the Town of Reading, Board of Assessors' Map 227, Revised January 1, 1997, situated on the northerly side of Franklin Street on the westerly side of the land known as Wood End Cemetery; and the land being an easterly portion of Lot 48 on the Town of Reading, Board of Assessors' Map 226, Revised January 1, 1991, situated on the northerly side of Franklin Street on the westerly side of the land known as Wood End Cemetery.

2/3 vote required
129 voted in the affirmative
- 0 - voted in the negative

ARTICLE 21 – On motion by Sally M. Hoyt, Precinct 4, it was voted to accept a gift of land off Van Norden Road to be administered under the care, custody, and control of the Conservation Commission under G.L. Ch. 40, S. 8C, as described below:

The land being a portion of Lot 3 on the Town of Reading, Board of Assessors' Map 156, Revised January 1, 1998, situated on the southerly side of Van Norden Road opposite Lindsay Lane. Said land also being shown wholly as Lot 3B on the plan of land entitled: "Compiled Subdivision Plan of Land in Reading, Mass., Scale: 1"=40', October 2, 1998." Said land is more particularly bounded and described as follows:

> Beginning at a point on the property line at the land shown on the aforesaid plan as the property now or formerly of Richard J. Peters, Jr. and Harvey R. Hayashi, said point being the southeast corner of Lot 3B;
>
> Thence, N 75°-47'-00" W, a distance of 100.00 feet to a point;
>
> Thence, N 16°-19'-50" E, a distance of 148.66 feet to a point;
>
> Thence, S 75°-47'-00" E, a distance of 100.00 feet to a point;
>
> Thence, S 16°-19'-50" W, a distance of 148.66 feet to a point, said point being the point of beginning of this description.
>
> Containing 14.856 +/- square feet or 0.34 acres.
>
> Lot 3B contains a 25 foot by 95 foot drain and sewer easement on the northeast corner of the lot as shown on the aforesaid plan.

ARTICLE 22 – On motion by Camille W. Anthony, Precinct 5, it was voted to authorize the Board of Selectmen to convey and/or abandon a ten foot (10') portion of a certain thirty foot (30') sewer easement in Reading, Middlesex County, Massachusetts situated on land known as and numbered 47 Warren Avenue for the minimum sum of $1 for such conveyance and/or abandonment; and to authorize the Board of Selectmen to convey or abandon all or any part of said ten foot (10') portion of the sewer easement for such amount or a larger amount and upon such other terms and conditions as the Selectmen shall consider proper and to deliver a deed therefor if necessary.

The abandoned easement being a portion of a sewer easement on Parcel 43 on the Town of Reading, Board of Assessors' Map 41, Revised January 1, 1993, situated on the northerly side of Warren Avenue at the cul-de-sac. Said sewer easement lies on the easterly side of Parcel 43 and is also being shown wholly on Lot 9B1 on the plan of land entitled: "Plan of Land in Reading, Mass., Scale: 1"=20', September 2, 1982". Said abandoned easement is more particularly bounded and described as follows:

> Beginning at the point on Lot 9B1 where the southern line of the drain easement intersects the western line of the sewer easement as shown on the aforesaid plan:

Thence, N 59°-07'-30" E, a distance of 10.23 feet to a point;

Thence, S 18°-47'-30" E, a distance of 109.16 feet to a point on the street line of Warren Avenue;

Thence, westerly by a curved line to the left along the street line of Warren Avenue, having a radius of 50.00 feet, a distance of 13.63 feet to a point;

Thence, N 18°-47'-30" W, a distance of 97.83 feet to a point, said point being the point of beginning of this description.

2/3 vote required
127 voted in the affirmative
- 0 - voted in the negative

ARTICLE 23 – On motion by Sally M. Hoyt, Precinct 4, it was moved to indefinitely postpone the subject matter of Article 23.

ARTICLE 25 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, to move to vote pursuant to Section 2-6 of the Reading Home Rule Charter to declare the seats of any or all of the following Town Meeting Members to be vacant and to remove any or all of the following described persons from their position as Town Meeting Members for failure to take the oath of office within thirty days following the notice of election or for failure to attend one-half or more of the Town Meeting sessions during the previous year, or take any other action with respect thereto:

Precinct 1: Barry K. Greenwood

Precinct 3: John R. Casciano
Elizabeth G. Dew
William A. Pacunas
Wendall T. Wallace

On motion by Douglas Bruce, Precinct 3 Chairman, it was voted to amend Article 25 by removing Wendall T. Wallace from list and reinstate him as a Town Meeting Member.

Motion as amended carries.

ARTICLE 3 – On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was moved to remove Article 3 from the table.

ARTICLE 3 – On instructional motion by Robert A. Brown, Precinct 6, to move that the Board of Selectmen investigate systems to improve the image of town meeting members in representing the community; that the Board of Selectmen present their recommendations to the Fall 1999 Town Meeting; and that these recommendations be reviewed with town Counsel. This investigation should include, but not be limited to, the creation of a "member at large" category for volunteers from precincts with more than 8 candidates while other precincts have less than 8 candidates.

On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was moved to amend Article 3 by changing Board of Selectmen to Rules Committee.

Motion to amend carries.

Original motion, as amended, does not carry.

ARTICLE 3 – On instructional motion by Marc Guyott, Precinct 1, it was moved to instruct the ByLaw Committee to report with recommendations and appropriate warrant articles to the 1999 subsequent Town Meeting to modify Section 2-15: "Referendum Procedures" of the Home Rule Charter of the Town of Reading, Massachusetts to: 1) increase the percentage of registered voters who must sign a referendum petition in order for it to take effect; 2) create a "super majority" vote of Town Meeting which can not be overturned by the referendum procedure; 3) increase the percentage of eligible voters who must vote in an election concerning a referendum petition; and to recommend any other changes that may be deemed appropriate with respect hereto.

Motion does not carry.

ARTICLE 3 – On instructional motion by George V. Hines, Precinct 7, it was moved that town meeting vote to request the Reading Municipal Light Board to give Town Meeting an annual presentation on their budget. Such presentation should include a clear line item type presentation of revenue and expenses with particular emphasis on expenses such as vehicles, travel costs, professional development, seminars, conferences, benefits and Board and Department administrative costs.

Motion carries.

ARTICLE 3 – On instructional motion by John K. Downing, Precinct 8, it was moved that Town Manager make the proposed annual budget available to the public in electronic form with all the detail sheets (including Form C's) not currently provided in the yellow pages of the Report of the Warrant.

Motion carries.

On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was moved that Article 3 be tabled.

On motion by W. Bruce MacDonald, Chairman of the Board of Selectmen, it was voted that this Annual Town Meeting stand adjourned sine die.

Meeting adjourned at 11:10 p.m.

164 Town Meeting Members were present.

A true copy. Attest:

Cheryl A. Johnson
Town Clerk

SUBSEQUENT TOWN MEETING

Reading Memorial High School **November 8, 1999**

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:44 p.m., there being a quorum present.

The Invocation was given by The Reverend Kevin Vendt of the First Baptist Church followed by the Pledge of Allegiance to the Flag.

The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion by Sally M. Hoyt, Chairman of the Board of Selectmen, it was voted to dispense with further reading of the Warrant except for the Officer's Return, which was read by the Town Clerk.

A moment of silence was held in memory of Jim Biller, Dick Smith and in honor of Veterans Day.

Moderator announced the intent to start Town Meeting of November 15, 1999 with Article 14.

ARTICLE 1 – George V. Hines, Precinct 7, presented the following Report on the Reading Business Park:

Since our last report in April, the designated developer, Corporex, has been proceeding with the regulatory permit process. Per the requirements of the agreement with the Town, they recently notified us of a concern relative to the financial feasibility of the proposed project. Specifically, the cost of foundation development required by building on a landfill is estimated to be significantly higher than originally thought especially in the high eastern portion of the site where they envisioned the sports country club. Corporex requested and was granted an extension of 30 days, by the Board of Selectmen, to assess alternative development options which are consistent with their original proposal but which may make the project more financially feasible. The concepts discussed include, focussing the development on the site in such a way as to make it more cost efficient, expanding the office component, and exploring alternative financial arrangements. During the extension period Corporex will be working with Reading staff to clarify the estimated costs, explore the impact of alternative development concepts and examine alternative financing options.

In granting the extension the Selectmen made it clear that discussions with the two other designated developers will be reopened. The other developers have verbally expressed continued interest and discussions with them will commence shortly. However, Corporex has stated an interest in staying in the project and identifying feasible options for proceeding with the development and it should be understood that any developer would be subject to the same kinds of development cost impacts that Corporex has identified.

and you are directed to serve this Warrant by posting an attested copy thereof in at least one (1) public place in each precinct of the Town not less than fourteen (14) days prior to November 8, 1999, the date set for the meeting in said Warrant, and to publish this Warrant in a newspaper published in the Town, or by mailing an attested copy of said Warrant to each Town Meeting Member at least fourteen (14) days prior to the time of holding said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon to the Town Clerk at or before the time appointed for said meeting.

Given under our hands this 21st day of September, 1999.

Sally M. Hoyt

Sally M. Hoyt, Chairman

Matthew J. Nestor, Vice Chairman

George V. Hines

George V. Hines, Secretary

Camille W. Anthony

Camille W. Anthony

Matthew Cummings

Matthew Cummings

SELECTMEN OF READING

Daniel W. Halloran Jr.

Daniel W. Halloran Jr., Constable

One thing that is clear is that this complex project will be time consuming, and potential schedules will be impacted by at least the thirty days recently granted and possibly significantly longer.

The question has been raised as to the impact this will have on Reading's requirement to close the landfill. While the current schedule includes a landfill closure by December of 2000, we has been advised by staff that MEPA has granted extensions to these schedules in the past as long as progress toward the closing is demonstrated. While the Reading landfill is a site that must be capped, it is not an imminently dangerous site that is causing environmental damage.

We will keep everyone informed as further information on this project evolves.

ARTICLE 1 – Steve Blewitt, John Gall, and Mary Grimmer of the Water Supply Advisory Committee presented the overheads found on pages 29-39.

ARTICLE 1 – Dr. Harry Harutunian presented the following Report of the State of the Schools:

Good Evening Mr. Moderator, Town Meeting Members, Elected Officials and Members of the Reading Community.

It is with a great deal of pleasure and honor that I stand before you this evening and speak to you about the outstanding accomplishments that our teachers, administrators, parents, and, most of all, our students have achieved this past year in the Reading Public Schools.

This fall the Reading Public Schools opened its doors to 4,194 students. In the last five years the enrollment of the Reading Public Schools has increased by 351 students. This year we have a kindergarten to fifth grade enrollment of 2,006 students, a middle school enrollment of 1,048 and a high school enrollment of 1,140 students.

In the next five years we expect, just at the elementary schools, to have an increase in enrollment of over 300 new elementary students. **(See Chart #1)**

As you can see from the chart, enrollment continues to increase. Our 1997 and 1998 births are well over 300 and during the period of January 1, 1999 to June 30, 1999 the Town Clerk's Office has registered births equal to the first six months of 1998 or 1997. This clearly shows births in Reading have not tapered off and Reading continues to enjoy a large influx of people moving to Town with children who will enter our public schools.

SAT scores rose 19 points in math and 17 points in verbal over last year. **(See Chart #2)**

The 253 students in last year's senior class received over 560 college acceptances from some of the best schools. Schools such as Harvard, University of Pennsylvania, Tufts, Cornell and the University of Virginia are just a small example of the quality and type of schools that Reading children were accepted to.

This fall the Reading School Department hired a total of 89 new employees, 46 of the new employees were teachers to replace retirees, leaves of absence and resignations or new budgeted positions. The School Department, even with a high demand in the region for qualified candidates in most subject areas, was still able to attract top quality candidates so as to maintain the quality of instruction that we have enjoyed over the past years.

This past year the Reading School Committee and the Reading Teachers' Association settled a three-year contract that was ratified by the Teachers' Association and we continue to enjoy a strong relationship here in Reading with our teachers and other professionals.

By December we will have completed a $9 million dollar addition/renovation to the Coolidge Middle School. Through the hard work of the School Building Committee, the School Committee and the Coolidge School Administration we were able to open school with only a one-day delay. I want to personally thank Russ Graham and the School Building Committee for its commitment to the Reading schools. I also want to thank John Doherty, the Principal of Coolidge Middle School, and the Coolidge staff for their hard work and flexibility through this two- year project. I want to thank Town Meeting for without your support this project would never have been a reality.

We in Reading can be proud of our test scores. In the first round of MCAS testing last fall the Boston Globe ranked the 208 school systems that are K-12 and Reading students finished 22nd out of the 208. We hope that this year's MCAS testing scores will show improvement. We are also extremely excited that we have just about finished our development and implementation of a K-12 Mathematics Program. We are in the final stages of implementing a vertical and horizontal articulation in Science K-12 and this year elementary teachers are piloting two new Language Arts Programs that will be the foundation of a strong Language Arts Program K-12 over the next few years.

I stand before you as the Superintendent of Schools in Reading assuring you that the quality of the instruction, the dedication of the professional staff and the motivation of the parents and students has helped to produce and continues to produce outstanding individuals at graduation each year.

As you are aware, Reading continues to maintain a very strong reputation as a quality school district. My conversations with Realtors and Educators across the State indicate that Reading continues to enjoy a very fast and aggressive turn over of homes because of that reputation as a school system and as a Town.

I am also pleased to notify Town Meeting that the schools continue to work with the Town Government in the areas of Maintenance, Finance, Health, Fire, Police and other town agencies to provide not only the children but the citizens the most efficient and best use of Town money.

This has been an exciting and busy year for the Reading Public Schools. We appreciate the support, the hard work and the dedication of our teachers, administrators, parents, but most of all, the strong commitment of Reading students. We all recognize that the greatest resource that we have here in Reading is our young people. On behalf of the School Committee, the Faculty, Staff and Administration, I would like to thank Town Meeting and the Reading Community for their continued support of the Reading Public Schools.

Thank you and good evening.

READING PUBLIC SCHOOLS
OCTOBER 1 ENROLLMENT
1994-1999

	ELEMENTARY (K-5)	MIDDLE SCHOOL (6-8)	HIGH SCHOOL (9-12)	SPECIAL EDUCATION	TOTALS
October 1, 1994	1,966	839	1,005	33	3,843
October 1, 1995	2,018	878	1,013	48	3,957
October 1, 1996	2,050	920	1,023	53	4,052
October 1, 1997	2,088	973	1,034	24	4,119
October 1, 1998	2,040	1,028	1,059	34	4,161
October 1, 1999	1,980	1,030	1,125	59	4,194
				INCREASE FROM 1994-1999	+351

Subsequent Town Meeting
November 8, 1999

Acceptances for the Class of 1999

Most Competitive Colleges and Universities

Harvard University

University of Pennsylvania

University of Virginia

Tufts University

Cornell University

Vassar College

Wellesley College

The College of William and Mary

Sarah Lawrence University

College of the Holy Cross

University of Rochester

University of Michigan

Boston University

Boston College

Skidmore College

Lehigh University

Rensselaer Polytechnic Institute

Syracuse University

Worcester Polytechnic Institute

Villanova University

ARTICLE 1 – The following Report on FY 1999 RMLD budget and report on the state of the RMLD was given by Bill Burditt and Len Rucker:

I am Bill Burditt, Chairman of the Reading Municipal Light Department's Board of Light Commissioners and Precinct 4 Town Meeting member. The past year has been an exciting and productive one for the Reading Municipal Light Department.

As you know, the RMLD distributes electricity to the towns of Reading, Wilmington, Lynnfield, and North Reading. The Commission and Staff work very hard to keep your electric rates among the lowest in the Commonwealth of Massachusetts. There has not been a rate increase in 7 years.

One of our major accomplishments this year was the negotiations for a location for the North Reading substation. This led up to the recent groundbreaking ceremony at the substations new home, located behind the Town of North Reading's Department of Public Works. What started as a potential problem in our efforts to ensure adequate electricity to the Town, ended as a great example of municipalities and municipal officials working together for a mutually satisfying conclusion. The RMLD owned property in a residential area, that we could have used, to build the new substation. Instead, the Town of North Reading offered the municipal property located behind DPW, and a land swap agreement was made. It was a great example of people helping people, and community helping community.

There are other major accomplishments for which we are equally proud. The Town of Reading received an annual payment of $1,595,680 which I call our return on investment, and another $125,820 in lieu of taxes in 1999. Also this year, all our residential customers received a credit of $33 in their February bill. Municipal utilities in the Commonwealth united together, object to the price hikes charges by private utilities for the use of their transmission lines to transport your power. The Federal Energy Regulatory Commission ruled that Municipal utilities had indeed been over charged and the RMLD's share was $761,736. The Light Board of Commissioners was pleased to return this money back to all of our residential customers. Various power contracts were negotiated and saved the RMLD approximately $2 million. Because of this savings, we don't project a rate increase for next year.

The RMLD is 106 years old and growing in leaps and bounds. We have approximately 25,000 electric customers and on July 6, 1999 the RMLD hit an all time electric peak and sold 143.76 megawatts of electricity. We are the largest municipal electric utility in Massachusetts.

Our extensive involvement in the community is an area of equal importance. This year eight scholarships were awarded to local high school seniors in our service territory, who are now attending college; the third grade students participated in an electrical safety T-shirt contest, and for the first time the RMLD hosted a Halloween party which was attended by over 600 local youngsters. Other programs include: An earth day program,

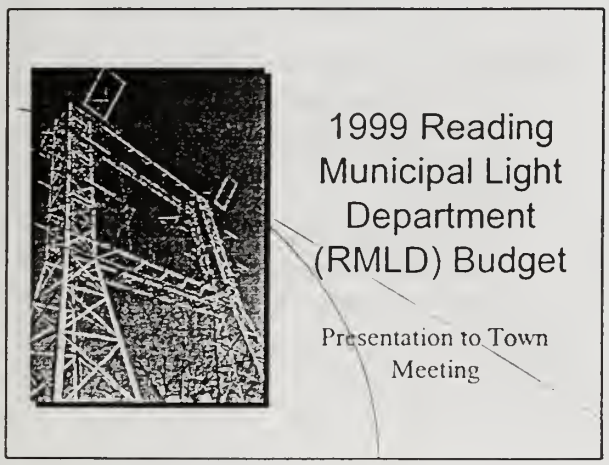
senior citizen program, Vehicle Day, and the Holiday Lighting Ceremony in conjunction with the Reading Chamber of Commerce.

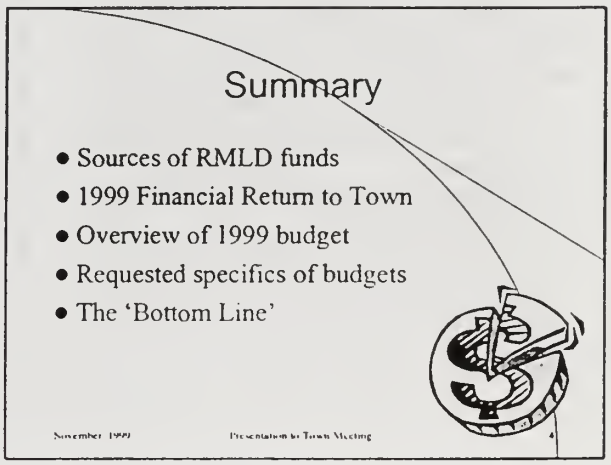
The Light Board of Commissioners and the Citizen's Advisory Board welcome you to our public meetings. The agenda of meetings and the meeting minutes are posted on the RMLD's website at www.rmld.com.

And, finally, it brings me great pleasure to announce, that to the best of our knowledge, the RMLD is Y2K compliant. And yes, all of us will receive an electric bill in January 2000. We look forward to the New Year with excitement as we get ready to start a new chapter in our 106 year history.

Town Meeting members requested that the Light Board of Commissioner's present to you, the RMLD's 1999 annual budget. And, now I would like to turn it over to the General, Manager, Len Rucker.

ARTICLE 1 – Len Rucker presented the RMLD Budget as instructed at the Annual Town Meeting of April 26, 1999.





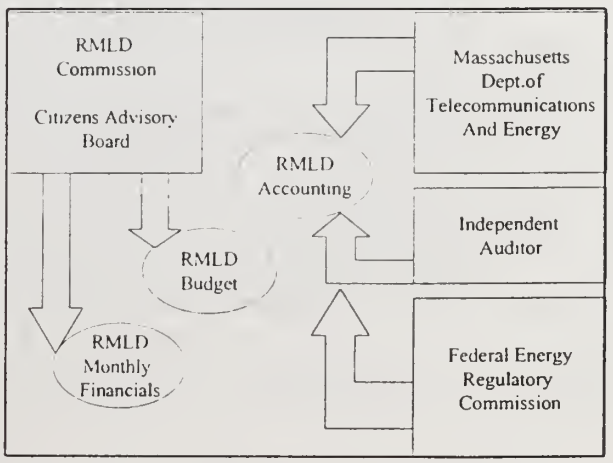
ANNUAL TOWN MEETING
April 26, 1999

ARTICLE 3 – On instructional motion by George V. Hines, Precinct 7, it was moved that town meeting vote to request the Reading Municipal Light Board to give Town Meeting an annual presentation on their budget. Such presentation should include a clear line item type presentation of revenue and expenses with particular emphasis on expenses such as vehicles, travel costs, professional development, seminars, conferences, benefits and Board and Department administrative costs.

Motion carries

A true copy. Attest

Cheryl A. Johnson
Town Clerk



Subsequent Town Meeting
November 8, 1999

Summary

- RMLD budget structure
  - Differences from town and school budgets
  - Federal Energy Regulatory Commission (FERC)
  - Massachusetts Dept. of Telecommunications and Energy (DTE)
  - Commission, Citizens Advisory Board

RMLD Budget Structure

- Very different from town & school budgets
  - Budget not required under Massachusetts statutes
    - Only year-end accounting of expenditures required
      - Wholesale power costs volatile and unpredictable
      - "Obligation to serve" requirement

RMLD Budget Structure

- Very different from town & school budgets
  - Accounting format set by FERC, DTE
    - Allocate all expenses to physical plant by specified categories
  - Budget required by RMLD Commission policy
    - Fiscal year is 'calendar'

RMLD Budget Structure

- Citizens Advisory Board (CAB)
  - Created by 20 year agreements - all 4 towns
  - Selectmen appointees from each town
  - 30 day input period directly to RMLD Commission
    - Rates
    - Wholesale power contracts
    - Annual capital and operations budget
  - CAB receives monthly financial statements

RMLD Budget Structure

- FERC, DTE

  Federal Energy Regulatory Commission
  - Governs all issues between electric utilities
  - Uniform system of accounts
    - Allows meaningful and historical comparison between all sizes and types of utilities

  Massachusetts Department of Telecommunications and Energy
  - Requires utilities to follow FERC accounting

RMLD Budget Structure

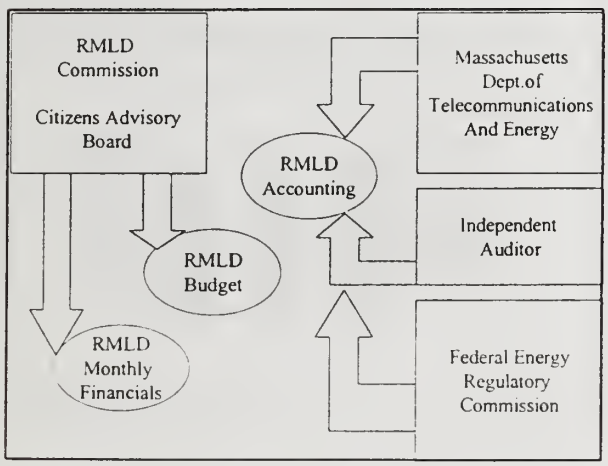
- Who reviews & approves the RMLD budgets?
  - RMLD Commission Budget Subcommittee
  - CAB Budget Subcommittee
  - Full RMLD Commission
  - Full CAB

RMLD Budget Structure

- RMLD Commission
  - Commission sets overall policy direction
  - Budget format based on RMLD Commission preference
    - Generally follows FERC and DTE accounting formats
  - Commission receives monthly financial statements

RMLD Budget Structure

- Selectman liaison from town of Reading
  - Receives monthly financial statements
  - Receives full copy of agenda and enclosures 3 days before public meeting
- Most recent monthly financial statements now on www.rmld.com



1999 Reimbursements to Town

- RMLD reimburses:
  - Town of Reading Contributory Retirement Board (contributory pensions) $699,899.00
  - Town of Reading (non-contributory pensions) $ 14,644.00

$ 714,543.00

Sources of RMLD Funds

- 100% of RMLD funding comes from the electric customers of Lynnfield, North Reading, Reading & Wilmington
  - **$0 come from any taxpayer or the town of Reading**
    - Town of Reading's full faith and credit underwrite RMLD general obligation bonds
      - RMLD pays 100% of bond obligations and fees

1999 Financial Return to Town

- Transfer from RMLD's Unappropriated Earned Surplus: $1,595,680.00
- 2% payments: $ 125,820.42

$1,721,500.42

- RMLD payroll in Reading $1,559,360.00
  30 employees

1999 Reimbursements to Town

- RMLD reimburses:
  - Direct Costs of active employees (health,life, worker's comp) $362,212
  - Direct costs of retirees (health, life) $112,273
  - Support Services
    - Treasurer's Office: $ 53,670
    - Town Accountant's Office: $ 10,369

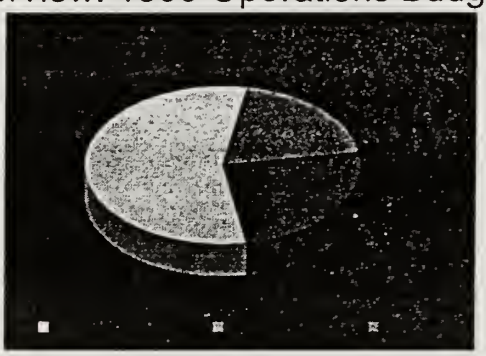
$539,024

November, 1999 Presentation to Town Meeting 15

Overview of 1999 Budget

- Total 1999 Operations Budget
  - $54,768,324
- Total 1999 Capital Budget
  - $3,551,330

Overview: 1999 Operations Budget



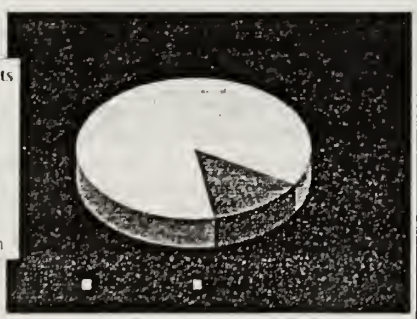
Requested Specifics of Budgets

- Benefits (?)
  - Same as town:
    - Retirement, medical, dental, life insurances
  - Different from town
    - Salaries, vacation, disability insurance, sick leave buyback, union contracts, EAP, ICMA, tuition

November, 1999 Presentation to Town Meeting 22

Overview: 1999 Operations Budget

Sample Fixed Costs
Wholesale Power
Fuel
Depreciation
20 year payments
Interest Expense
Postage
Debt Amortization



Budget vs. Actual (8/31/99)

	Actual	Budget
Total Revenue	$37,131,878	$37,395,711
Total Expenses	$33,998,396	$35,425,516
Other Income	$ 1,178,405	$ 1,236,424
Inc. Deductions	$ 169,961	$ 165,024
Net Income	$4,141,926	$3,041,595

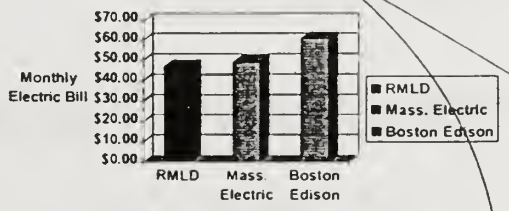
November, 1999 Presentation to Town Meeting 23

Requested Specifics of Budgets

- Board and CAB
  - Board ($20,000 budget)
    - Educational Seminar $10,211.57
    - Secretarial $ 875.00
    - Miscellaneous $ 326.69
  - CAB ($15,000 budget per 20 year agreement)
    - Educational Seminar $ 2,314.74
    - Other $ 887.33

November, 1999 Presentation to Town Meeting 21

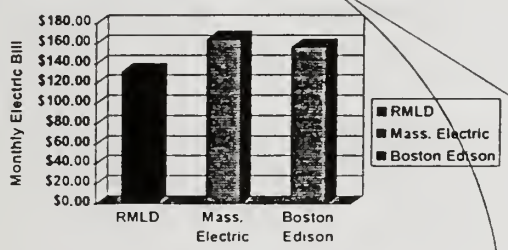
The Bottom Line
(Residential –500kwh)



(even after deregulation)

24

The Bottom Line
(1500kwh Residential TOU)



(even after deregulation)

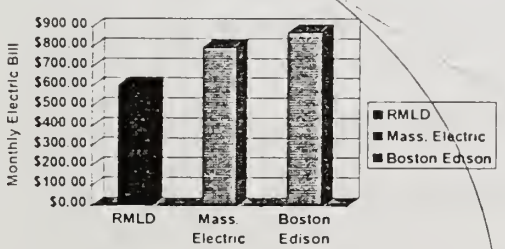
25

The Bottom Line

- Electric rates have not increased since 1993
  - Deregulation
  - Building 230 Ash Street ($5.5 million)
  - Building new North Reading Transmission Substation (~$10 million)
- No rate increases currently anticipated in 2000, 2001 or 2002

November, 1999 Presentation to Town Meeting 28

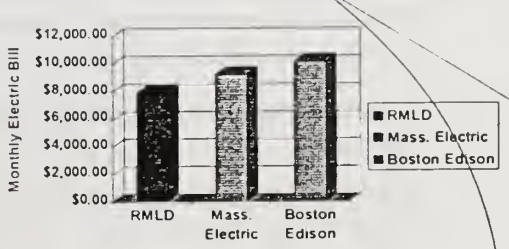
The Bottom Line
(Commercial)



(even after deregulation)

26

The Bottom Line
(Industrial TOU)



(even after deregulation)

27

ARTICLE 1 – Town Planner, Anne Krieg, gave the following Report asking for Town Meeting participation in a survey regarding "Mansionization."

LIVING SPACE IN READING

New Construction Average – 2600 SF
Average size home *sold* last year – 1663 SF

LAND/BUILDING COSTS

Homes sold in 1998
80% land value>house value

Note: of the 80% above,
27% 2x+ land value>house value

LIVING SPACE IN OTHER COMMUNITIES WHO HAVE ENACTED CONTROLS ON MANSIONIZATION

Lexington current avg. size home 4900 SF

Newton new home construction 5-7,000 SF

How other communities have responded to this issue utilizing zoning amendments:

- **Floor Area Ratio** to control density of development on a property
- **Dimensional Control Changes** on frontage, setbacks and building height to control where on the property the structure can be located
- Adding **new dimensional controls** as in lot width and lot coverage
- Add provisions for thresholds requiring **Site Plan Review** for Subdivisions

Subsequent Town Meeting
November 8, 1999

Town of Reading
16 Lowell Street
Reading, MA 01867-2683
Phone: 781-942-9012
Fax: 781-942-9071
Email: akrieg@ci.reading.ma.us

COMMUNITY DEVELOPMENT

MEMORANDUM

To: Peter Hechenbleikner

From: Anne Krieg, Town Planner

CC: Russell Dean
Glen Redmond
Ted Cohen
CPDC
ZBA

Date: ***reprinted and excerpted 17-Nov-99***

Regarding: Zoning Workshop 9.7.99 with Board of Selectmen

The Community Planning and Development Commission has requested to appear before the Selectmen to discuss the zoning initiatives they are working on prior to the close of the warrant. The purpose of this meeting is to discuss the public interest in the textual changes, and to obtain a general response from the Selectmen.

MANSIONIZATION

CPDC received a request from a Town Meeting member to investigate the concept of mansionization. Mansionization is a planning term referring to the construction of a house covering a significant portion of the property, often at the partial or complete demolition of a smaller, in-scale existing home on the property. Attached please find a Planner's Exchange Report by the Metropolitan Area Planning Council. This document was used as base information for the research here, as well as discussion with the Planner(s) from the communities mentioned in the Report. Building Permit applications and the Assessors office was also utilized.

Residential development, whether by the property owner or a developer of lots, is driven by the market demand. One of the elements of residential development currently popular is the "great room" where a kitchen, eating area and "family living area"[1] are dominant features of the first floor and are in one "great room".

[1] *The "rec room" was the term from my childhood, typically found in the basement.*

These have been done as additions, or included in new home construction (all new home construction in 1998 has this element). Since these rooms are on a larger scale (typically 350 to 400 SF), they take up more floor area of a house. Larger and a greater number of bathrooms has also become more desirable, thus creating a demand for more overall floor area.

The market is also driven by consumer demand to live in Reading. In 1998, the average cost of an empty lot in the S-20 zoning district was a little over $175,000. The average house price in Reading, overall, in 1998, was a little over $262,000. New construction has an extremely high demand, given this small difference between average home price and lot purchase (only, note, without the construction of the house). This differential also illustrates the difficulty for a developer to place a house worth less than the lot it is built upon, (in the case of new residential subdivision developments) which would be in the case of placing a $150,000 house on a lot worth $175,000. Most lenders spoken with over the last couple of years on this trend have agreed this does not make economic sense as well.

For new construction in 1998 and the first quarter of 1999, the average size of new construction of a home in the S-20 zoning district is almost 2600 SF of living space, compared to the overall average house size of 1663 SF in Reading for homes sold in 1998/1st quarter of 1999. Larger living space appears to be the trend.

In some cases[1], a smaller house is replaced by a larger home. Anecdotally, a common addition to a house is the replacement or the addition of the second story. For some communities, this is a concern. The demolition of a small home, to them, depletes the affordable housing stock for first-time homebuyers, etc. However, as discussed previously, where the property is worth more than the house, is it affordable in the current market to purchase such a property (small house, expensive lot)? For the 282 homes sold in 1998, 225 (80%) were properties where the land is assessed as worth more than the house. Out of these 225 properties, 60 (27%) were cases where the assessed value of the lot was worth at least *twice* the assessment of the building. Given this current market trend in Reading, where the demand is extremely high to reside here, is the argument of depletion of affordable housing valid?

Another point of concern, more subjective in nature, is the loss of scale within a neighborhood. This is in cases where a small home in a neighborhood of other small homes is demolished and a larger home is placed there; or a new subdivision "neighborhood" of 2500 SF homes are placed within an existing neighborhood of 1500 SF homes with similar lot sizes.

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[1] *Six in the past two years, three are known to be pending this year*

The question remains for the CPDC at this point, given the above information: is controlling house sizes or, rather, the relationship of a house on its property, in the **public interest**? Does the community accept the issue of loss of scale in neighborhoods? Does the community accept the loss of affordable housing in this current market?

Zoning, as you know, is a right and a responsibility for the community to protect the health, safety and welfare of the residents. More specifically, zoning also allows the community to derive some uniformity, and, for the practice of land use policy measures, to determine appropriate land uses and the way those uses are developed. The Subdivision Control Law, which governs the provision of utilities, access, and frontage for newly created lots, does not offer the opportunity to control the development of individual lots; in fact, case law prohibits such practice and points to zoning as the mechanism for such control. Case law in zoning, however, does not support design review efforts or tight controls of single family residential developments within zoning (although Historic Districts with design controls have been upheld).

If the community feels this control is in the public interest, the zoning must be carefully crafted so as to not create further case law in this control issue. The use of setbacks and lot coverage appears to be acceptable methods of controlling the size of a house on its lot. This is the language attached offered to the CPDC for their review. The language is in the form of the Dimensional Control Table in Section 5 of the Zoning By-Law.

The CPDC has not reached consensus as to whether this is in the public interest or not. There are a few remaining issues with this by-law change. If the goal is to control demolition and new construction, then how will additions be handled? Should they be allowed to proceed under existing setback and lot coverage controls and only have the new columns of the table apply to new construction? At what point is an addition a re-construction?

The CPDC is looking for guidance and dialogue from the Selectmen on this issue.

PARKING

This initiative is a staff-driven request to consider expanding the parking section of the by-law to include uses not currently controlled, and, to update existing uses.

Parking regulations are controlled separately in zoning, whereby if a parking regulation cannot be met, zoning relief, in the form of a variance, must be sought from the Board of Appeals. Hardship for the provision of adequate parking is a difficult argument to create.

CPDC, in its review of site plans, does not have the authority to waive parking requirements, except they currently can review parking adequacy for those uses not currently controlled in zoning. This creates a vulnerable or negotiable situation for them in determining the standard for parking requirements.

A few years ago, the American Planning Association completed a nation wide parking study for the provision of parking. This was used to create recommendations herein.

There is currently no requirement for banks, assisted living facilities, hotels, industrial uses, medical offices, fast food, and storage facilities – all uses currently allowed in zoning. The existing parking requirements for offices and restaurants are not current with the needs for parking today, in my opinion. It is recommended a ratio of the rated capacity (seating) of a restaurant be used, as well as employee needs, for the determination of parking requirements. Please note the addition of queuing requirements as well, not currently controlled; but clearly a use expanding in all of the markets.

Loading requirements have not been changed, as they are adequate. It is impressive they are controlled at all in zoning, since most communities do not have this in their zoning.

OTHER CPDC-SPONSORED WARRANTS

Both Sunset Rock and Corey Lane subdivisions are close to their completion dates set by the CPDC. As you know, the CPDC, under the Subdivision Control Law and according to their regulations, places a time limit to complete the construction of a subdivision way, utilities, and amenities. This establishment is rendered either at the time of endorsement of the subdivision, when the lots go into a covenant with the Town, whereby the Town "holds" the lots until the way is completed or other promissory instrument, as in a bond, is accepted by them, or, the time to complete the project can be set when the project is first released from the covenant and going into a bonding instrument.[2] The completion date is there to keep the project "moving" along as lots are released from covenant, and new residents are occupying houses; it functions as a service to these new residents that their access, utility and amenities needs are met prior to the Town accepting the way as public at Town Meeting.

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[2] *This is done here sometimes because the project is underway when the project goes under a bond, since we require certain construction elements to be completed before we allow a project to be released from the covenant.*

If a project is not proceeding at acceptable rates, or, in this case, the time period is "closing in" and the "punchlist" to complete the project is lengthy and thus unlikely will not be met within this construction season, it is necessary to, at a minimum, prepare to take the bond to complete the project. This is the purpose of holding a bond or a tri-partite agreement: to provide the Town the means to finish the project in the event the developer does not or cannot complete the project.

The appropriate preparation for the taking of a bond is by authorization of Town Meeting. Attached please find my correspondence to these developers outlining the remaining work to be completed before the CPDC considers extending the time to complete these projects. In the event these items are not completed as stated in the letter(s), the CPDC will need the Town Meeting's authority to take the bond for the Town to complete the project in the spring.

It is everyone's intention to complete these items; however, if the warrant is not prepared now, we would have to wait for the Annual Town Meeting, and thus the bid and construction process for the Town to complete the project would be further delayed. Typically, Towns do everything possible to not have to take these measures, since we are bound to the MGL bid laws; however, we do consistently recommend the bond amounts in order to cover the costs of the municipality to complete the work, and not the amount of the cost for the developer to complete the work.

The CPDC has discussed this situation and has requested staff to prepare the warrant language. I will draft language for these warrants with Counsel for the Selectmen packet for their meeting September 21st.

Thank you for your consideration of these CPDC projects. I will be present with CPDC members at the September 7th meeting to discuss them with the Selectmen.

Please see me directly if there are questions.

ARTICLE 1 - On motion by Sally M. Hoyt, Precinct 4, it was moved that the subject matter of Article 1 be tabled.

ARTICLE 2 – On motion by Mark Johnson it was moved to instruct the Board of Selectmen to grant a license to the owner of 26 Beacon Street over land owned by the Town known as Plat 114 lot 26 for purposes of construction and maintenance of a driveway to access the single family home at 26 Beacon Street, under such terms and conditions as the Board of Selectmen may determine.

ARTICLE 2 - On motion by Sally M. Hoyt, Precinct 4, it was moved that the subject matter of Article 2 be tabled.

ARTICLE 3 – On motion by Matthew J. Nestor, Vice Chairman of the Board of Selectmen, it was voted to adopt the "Town of Reading Massachusetts, Ten Year Capital Improvement Program, Fiscal Years 2000 through 2009, Printed 03Nov1999" as provided for in Section 7-7 of the Reading Home Rule Charter which amends the previously adopted FY 2000 – FY 2009, Capital Improvement Program as previously amended.

See attached Ten Year Capital Improvement Program (FY 2000-2009) dated 3Nov1999

ARTICLE 4 – On motion by Richard F. McDonald, Precinct 4 and member of the Finance Committee, it was moved to amend one or more of the votes taken under Article 17 of the Warrant of the Annual Town Meeting of April 12, 1999, as amended on June 30, 1999, relating to the Fiscal Year 2000 Municipal Budget as follows, and appropriate said sums as the result of the amended votes for the operation of the Town and its government:

LINE ITEM	AMOUNT	FUNDING SOURCE
Expenses – Sale of Landfill	$191,000	Sale of Real Estate Funds (2/3 vote)
K–35 – Field/Court/Playground Improvements	$50,000	Reading Ice Arena Authority
L–6 – Workers Compensation	$80,000	State Aid – Lottery funds

Point of Order by William C. Brown, Precinct 8, stating from Town Charter 2-12 "The Finance Committee shall report its findings, approval or disapproval on all articles which involve the expenditure of funds in the warrant in writing at least seven (7) days before Town Meeting."

Town Counsel advised it would be okay to go ahead with the article.

On recommendation of Town Counsel, the Moderator allowed action on this Article. William C. Brown, Precinct 8, appealed the decision of the Moderator to the Town Meeting. Town Meeting members voted to sustain the decision of the Moderator and to go ahead with the article.

2/3 vote required
140 voted in the affirmative
- 0 - voted in the negative

TOWN OF READING MASSACHUSETTS
TEN YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEARS 2000 THROUGH 2009
PRINTED 03Nov1999

PROJECT	DESCRIPTION	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
BL-S-009	REPAIR/REPL OIL TAN		40.0 A									40.0
BL-S-012	ELEM BLDG PROJ 1	9100.0 D										9100.0
BL-S-012	ELEM BLDG PROJ 2	6585.0 D										6585.0
BL-S-014	RMHS RENOVATION			1500.0 CO	28500. CO							30000.0
BL-S-015	ELEM BLDG PROJ 3		300.0 D	6000.0 D								6300.0
SUBTOTAL	SCHOOL BLDG	15685.	340.0	7500.0	28500.							52025.0
BL-T-004	DPW MAINT EXPANSION	30.0 A	500.0 D									530.0
BL-T-007	DPW STORAGE EXPANSI		10.0 A									10.0
BL-T-008	ROOF REPAIR/REPLACE						30.0 A					30.0
BL-T-011	TOWN BLDG MAJOR REP	23.4 A	35.0 A	12.0 A	75.0 A	15.0 A	50.0 A	17.0 A	30.0 A	30.0 A	50.0 A	337.4
BL-T-013	WINDOW REPAIR/REPLA	10.0 A	25.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	115.0
SUBTOTAL	TOWN BLDG	63.4	570.0	22.0	85.0	25.0	90.0	27.0	40.0	40.0	60.0	1022.4
CD- -001	ACQUIRE OPEN SPACE	336.0 D	40.0 A		40.0 A		40.0 A		40.0 A		40.0 A	536.
CD- -001	ACQUIRE OPEN SPACE	464.0 G	60.0 G		60.0 G		60.0 G		60.0 G		60.0 G	764.
		800.0	100.0		100.0		100.0		100.0		100.0	1300.
FN- -001	REPL DATA PROC EQ-A	48.0 A	64.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	48.0 A	496.
SUBTOTAL	FINANCE	48.0	64.0	48.0	48.0	48.0	48.0	48.0	48.0	48.0	48.0	496.
GS- -004	FLEXIBLE ACCOUNT	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	10.0 A	100.
GS- -005	OPTICAL IMAGING		42.0 A									42.
GS- -006	NEIGH. IMP. PROG.	48.0 R	48.0 R	48.0 R	55.0 R	55.0 R	55.0 R	55.0 R	55.0 R	63.0 R	63.0 R	545.
		58.0	100.0	58.0	65.0	65.0	65.0	65.0	65.0	73.0	73.0	687.
HS- -001	ELDER SERV. VAN			58.0 A					61.0 A			119
				58.0					61.0			119
LB- -001	LIBRARY FURNISHINGS			16.0 A								16
LB- -003	CIRCULATION SYSTEM	70.0 A	28.0 A									98
LB- -004	LIBRARY COMPUTERS	13.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	11.0 A	112
LB- -006	LIBRARY SPACE REVIE					25.0 A						25
SUBTOTAL	LIBRARY	83.0	39.0	27.0	11.0	36.0	11.0	11.0	11.0	11.0	11.0	251
PS-F-001	REPLACE A PUMPER	225.0 A					248.5 A					473
PS-F-002	REHAB ENGINE 3	26.3 A										26
PS-F-003	REPLACE AMBULANCE		110.8 A					142.4 A				253
PS-F-006	CONFINED SPACE RESC		10.3 A									10
PS-F-007	REPLACE CHIEF'S VEH				33.0 A							33

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PS-F-008	REPLACE FIRE HOSE				10.7 A							
PS-F-009	REPLACE DEFIBRILLAT			14.0 A		14.0 A		14.0 A		14.0 A		10
PS-F-010	NEW RESCUE TOOL PUR					26.5 A						5
PS-F-011	PURCH SKID PUMP UNI					9.3 A						2
PS-F-012	IMAGING DEVICE		21.0 A									2
SUBTOTAL	FIRE	251.3	142.1	14.0	43.7	49.8	248.5	156.4		14.0		91
PS-P-001	REPLACE RADIO EQUIP	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A	5
SUBTOTAL	POLICE	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5
PW-C-015	CEMETERY RD. RECONS	10.0 A										1
SUBTOTAL	CEMETERY	10.0										1
PW-D-001	GEN. DRAINAGE IMP	15.0 A	15.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	27
PW-D-002	ABERJ. DRAIN. IMP.									206.0 A	50.0 A	25
PW-D-003	SAUGUS R. DRAINAGE	700.0 D		140.0 A		112.0 A		300.0 A				125
		715.0	15.0	170.0	30.0	142.0	30.0	330.0	30.0	236.0	80.0	177
PW-E-001	REPLACE LOADERS			30.0 A		65.0 A	135.0 A	135.0 a	98.0 A			4
PW-E-003	REPLACE DUMP TRUCK	118.0 A	136.0 A	68.0 A	140.0 A	70.0 A	75.0 A			75.0 A	150.0 A	8
PW-E-004	TURF SWEEPER	18.0 A										1
PW-E-005	REPL. PICK-U & VAN		55.0 A					79.0 A			36.0 A	1
PW-E-010	REPLACE BUCKET TRUC					90.0 A						9
PW-E-012	REPL LAWN MOWER	8.0 A	13.0 A	31.0 A	35.0 A			65.0 A				1
PW-E-021	REPLACE ROLLER	14.0 A							35.0 A			2
PW-E-024	REPLACE SIDEWALK PL								66.0 A			6
PW-E-024	REPLACE SWEEPER			135.0 A								1
PW-E-025	BLD. MAINT. VEH	25.0 A	28.0 A									8
PW-E-034	REPL COMPRESSOR			15.0 A								1
PW-E-038	REPL SNOW PLOWS	12.6 A	13.0 A	13.0 A	15.0 A	15.0 A	15.0 A	16.0 A	16.0 A	16.0 A	16.0 A	1
PW-E-066	REPLACE SANDER TUBS			14.0 A								1
PW-E-095	REPL85 BADGER CHIPP					25.0 A						2
PW-E-123	REPL 85 E B TRAILER								8.0 A			
PW-E-129	REPL 52 GRADER									125.0 A		1
PW-E-130	REPL 71 CAT TRAX DD									85.0 A		1
PW-E-136	REPL REED SCREEN AL										75.0 A	2
SUBTOTAL	- EQUIPMENT	195.6	245.0	306.0	190.0	265.0	225.0	295.0	223.0	301.0	277.0	25
PW-F-032	TREE NURSERY	5.1 A		5.3 A		5.6 A		5.6 A		6.2 A		
SUBTOTAL	FORESTRY	5.1		5.3		5.6		5.6		6.2		
PW-P-003	PLAYGROUND UPGRADE	24.0 A	18.5 A	18.9 A	19.4 A	15.0 A	20.7 A	20.0 A	15.0 A			1

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PW-P-004	PARK IMPROVEMENTS	50.0 G										50.0
PW-P-006	SCHOOL FENCE REPAIR		5.0 A	10.0 A	5.0 A							20.0
PW-P-011	PARK IRRIGATION	10.0 A	10.0 A	10.0 A								30.0
PW-P-016	TENNIS CT SHACK REP			12.0 A								12.0
PW-P-054	PITMAN BIKE PATH		250.0 G									250.0
SUBTOTAL	PARKS	84.0	283.5	50.9	24.4	15.0	20.7	20.0	15.0			513.5
PW-R-001	SIDEWLK & CURB CONS	65.0 A	65.0 A	70.0 A	75.0 A	80.0 A	85.0 A	90.0 A	95.0 A	100.0 A	105.0 A	830.0
PW-R-009	RECON SUMMER MN-WES	1020.0 G										1020.0
PW-R-013	DOWNTOWN IMPROVEMEN	2500.0 G										2500.0
PW-R-014	WEST STREET RECON.	1410.0 G										1410.0
PW-R-017	RECON EATON ST	204.0 G										204.0
PW-R-018	RECON SHORT/MILL ST		190.0 G									190.0
PW-R-022	RESURFACE HAVEN ST	30.0 G										30.0
PW-R-025	RESURFACE GREEN ST	25.0 G										25.0
PW-R-027	RESURFACE BANCROFT	40.0 G										40.0
PW-R-028	RESURFACE WASHINGTO	20.0 G										20.0
PW-R-029	RESURFACE HIGHLAND	24.0 G										24.0
PW-R-030	RESURFACE JOHN ST	30.0 G										30.0
PW-R-031	RESURFACE PLEASANT	25.0 G										25.0
PW-R-035	RESURFACE GARDNER R	10.0 G										10.0
PW-R-036	RESURFACE IDE ST	10.0 G										10.0
PW-R-045	RECON. WALK. BRK. D		1250.0 G									1250.0
PW-R-046	DOWNTOWN IMPROVEMEN		800.0 G									800.0
PW-R-047	DOWNTOWN IMPROVEMEN		300.0 G	300.0 G	225.0 G	75.0 G						900.0
PW-R-050	RESURFACE WILLOW ST		56.0 G									56.0
PW-R-051	RECON BERKLEY ST			155.0 G								155.0
PW-R-062	RECON SOUTH ST		154.0 G									154.0
PW-R-063	RECON TEMPLE ST			136.0 G								136.0
PW-R-064	RECON ASH ST			84.0 G								84.0
PW-R-067	RESURFACE OAKLAND R	16.0 G										16.0
PW-R-069	RECON GOULD ST		67.0 G									67.0
PW-R-070	RESURFACE WILSON ST			25.0 G								25.0
PW-R-071	RECON GREEN ST			25.0 G								25.0
PW-R-075	RESURFACE SMITH AVE			25.0 G								25.0
PW-R-081	RECON BEAR HILL RD				145.0 G							145.0
PW-R-082	RECON CHAPIN AVE				96.0 G							96.0
PW-R-091	RECON KING ST					96.0 G						96.0
PW-R-092	RECON PENN AVE					160.0 G						160.0
PW-R-100	STREET ACCEPTANCE					168.0 B						168.0
PW-R-105	RECON HOWARD ST						360.0 G					360.0
PW-R-108	UNDESIGNATED ROAD C	32.0 G		16.0 G		135.0 G	106.0 G	466.0 G	466.0 G	466.0 G	466.0 G	2153.0
PW-R-109	PARKING IMPROVEMENT	157.0 A										157.0
SUBTOTAL	ROAD/STREET	5618.0	2882.0	836.0	541.0	714.0	551.0	556.0	561.0	566.0	571.0	13396.0
SD-E-001	CLASSROOM TECHNOLOG	100.0 A	125.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	150.0 A	1425.0
SD-E-003	WIDE AREA NETWORK						75.0 A	75.0 A	75.0 A	75.0 A		300.0

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SUBTOTAL	SCHOOLS EQUIP	100.0	125.0	150.0	150.0	150.0	225.0	225.0	225.0	225.0	150.0	1725.0
PW-S-001	WALKERS BROOK SEWER	1000.0 ED										1000.0
PW-S-002	REPLACE PICK-UP & V	27.0 E	26.0 E									53.
PW-S-003	SEAL SEWER MANHOLES	10.0 E	10.0 E	10.0 E	10.0 E							40.
PW-S-004	SEWER LIFT STATIONS	30.0 E			30.0 E			30.0 E				90.
PW-S-005	DATA PROC EQUIP	6.0 E	8.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	62.
PW-S-007	INFLOW/FILTRATION		155.4 E									155.
PW-S-008	REPLACE DUMP TRUCK		68.0 E									68.
PW-S-016	REPL BACKHOE			75.0 E								75.
PW-S-023	SEWER STATION UPGRA										8.0 E	8.
SUBTOTAL	SEWER	1073.0	267.4	91.0	46.0	6.0	6.0	36.0	6.0	6.0	14.0	1551.
PW-W-001	WATER STORAGE TANK	50.0 E	900.0 ED									950.
PW-W-002	WATER MAIN LINING	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	200.0 E	2000.
PW-W-004	EFFLUENT TROUGH REP	60.0 E										60.
PW-W-006	WELL POWER SUPPLY	18.0 E										18.
PW-W-007	WELL BUILDING ROOFS	15.0 E	15.0 E									30.
PW-W-008	REPLACE LOADER	30.0 E	7.5 E									37.
PW-W-009	REPLACE DUMP TRUCK	68.0 E						85.0 E				153.
PW-W-010	CH LINK FENCE REPLA	13.4 E										13.
PW-W-011	DATA PROC EQUIPMENT	6.0 E	8.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	6.0 E	62.
PW-W-012	WATER TREATMENT PLA		9240.0 ED									9240.
PW-W-016	WATER MAIN WALKERS		164.4 E									164.
PW-W-017	WATER MAIN WAVERLY		8.4 E									8.
PW-W-020	WATER METER REMOTE	200.0 E	200.0 E	200.0 E	150.0 E							750.
PW-W-023	REPLACE PICK-UP & V			23.0 E			33.3 E				50.0 E	106.
PW-W-024	INSP BEAR HILL WATE			8.7 E					9.7 E			18.
PW-W-027	WATER MAIN WAKEFIEL		45.0 E									45.
PW-W-031	WATER MAIN BELMONT				90.0 E							90.
PW-W-032	INSP AUBURN ST TANK				8.7 E					9.7 E		18.
PW-W-046	WATER MAIN CAUSEWAY								32.0 E			32.
PW-W-055	REPL TAPPING MACHIN										6.0 E	6.
SUBTOTAL	WATER	660.4	10788.	437.7	454.7	206.0	239.3	291.0	247.7	215.7	262.0	13802.
LD- -001	ELEC SUBSTATION - E	5000.0 E										5000.0
LD- -001	ELECTRIC SUBSTATION	5500.0 ED										5500.0
SUBTOTAL	LIGHT DEPT	10500.										10500.0

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YEARLY TOTALS:		35954.8	15966.3	9778.9	30293.8	1732.4	1864.5	2071.0	1637.7	1746.9	1651.0	102697.3
SOURCE OF FUNDING:												
A	ANNUAL APPROPRIATION	1042.4	935.6	936.2	712.1	831.4	1038.2	1088.0	803.0	996.2	786.0	9169.1
B	BETTERMENT					168.0						168.0
CO	CAPITAL/DEBT EXCL. OVRD.			1500.0	28500.0							30000.0
C	SALE OF CEMETERY LOTS											
D	DEBT TO BE AUTHORIZED	16721.0	800.0	6000.0								23521.0
E	ENTERPRISE APPROP.	5733.4	915.7	528.7	500.7	212.0	245.3	327.0	253.7	221.7	276.0	9214.2
ED	ENTERPRISE DEBT	6500.0	10140.0									16640.0
G	GRANT OUTSIDE FUNDING	5910.0	3127.0	766.0	526.0	466.0	526.0	466.0	526.0	466.0	526.0	13305.0
S	SALE OF REAL ESTATE											
R	REVOLVING FUND	48.0	48.0	48.0	55.0	55.0	55.0	55.0	55.0	63.0	63.0	545.0
U	REQUESTED, BUT UNFUNDED											
		35954.8	15966.3	9778.9	30293.8	1732.4	1864.5	1936.0	1637.7	1746.9	1651.0	102562.

ARTICLE 5 – On motion by George V. Hines, Precinct 7, it was voted to table the subject matter of Article 5.

ARTICLE 6 – On motion by George V. Hines, Precinct 7, it was voted to raise by borrowing in anticipation of reimbursement from the State under Chapter 44, Section 6, of the Massachusetts General Laws, or pursuant to any other enabling authority the sum of $155,723.21, for highway projects in accordance with Chapter 90, of the Massachusetts General Laws.

ARTICLE 7 – On motion by George V. Hines, Precinct 7, it was moved to raise by borrowing under Massachusetts General Law Chapter 44 Section 7(1) or any other enabling authority, and appropriate for the purpose of constructing improvements to the Saugus River drainage basin from Salem Street Southward, including the cost of engineering fees, inspection fees, contingencies and related expenses incidental thereto and necessary in connection therewith, the sum of seventy five thousand dollars ($75,000) said sum to be expended under the direction of the Board of Selectmen, and that the Town vote to authorize the Board of Selectmen to file applications for a grant or grants to be used to defray all or any part of the cost of said project and related matters, and that the Town vote to authorize the Board of Selectmen to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article.

2/3 vote required
71 voted in the affirmative
67 voted in the negative

Motion does <u>not</u> carry.

ARTICLE 8 – On motion by Sally M. Hoyt, Chairman of the Board of Selectmen, it was voted to indefinitely postpone the subject matter of Article 8.

ARTICLE 9 – On motion by Jonathan E. Barnes, Community Planning and Development Commission, it was voted to transfer from the funds obtained under that certain agreement described below for Sunset Rock subdivision the sum of one hundred twenty five thousand dollars ($125,000) for the purpose of completion of the construction according to approved and endorsed plans for the recorded subdivision known as "Sunset Rock Lane" and conditions of approval of said plans, which approval was granted by the Community Planning and Development Commission on January 5, 1998, in accordance with the terms of a tri-partite agreement entered into and executed to the benefit of the Town of Reading, as amended by the Community Planning and Development Commission on May 10, 1999, between Presidential Development Corporation, the Town of Reading and Stoneham Cooperative Bank, pursuant to the Rules and Regulations Governing the Subdivision of Land in Reading, and in accordance with Massachusetts General Laws Chapter 41, such funds to be expended by and under the direction of the Board of Selectmen.

ARTICLE 10 – On motion by Jonathan E. Barnes, Community Planning and Development Commission, it was voted to table the subject matter of Article 10.

Motion by William C. Brown, Precinct 8, to adjourn at 10:38 p.m. Motion did not carry.

ARTICLE 11 – On motion by Jonathan E. Barnes, Community Planning and Development Commission, it was voted to amend Table 6.1.1.3. Off-Street Parking and Loading/Unloading Requirements of the Reading Zoning By-Laws by **deleting** the current text of the Minimum Number of Off-Street Parking Spaces Required for Restaurants **and substituting therefor the following**:

"Restaurants **For restaurants with seating, one (1) space for every four (4) persons of the rated seating capacity of the facility, plus one (1) space for every employee on the largest shift. For restaurants with no seating, one (1) space for every seventy-five (75) square feet of net floor area or fraction thereof, but no less than ten (10) spaces shall be provided.** In addition to the foregoing, restaurants with drive-thru windows shall provide both a pass-through lane and a drive-thru lane. The drive-thru lane shall have stacking capacity of at least one hundred ninety eight (198) feet in length of which at least ninety (90) feet of the stacking spaces are to be for ordering and the transaction of business. In addition to the foregoing, the drive-thru lane shall also have stacking capacity of fifty-four (54) feet exiting onto the road."

Motion to amend by Douglas R. Cowell, Precinct 7, to replace the word "**deleting**" and changing it to "**adding to**" in the motion; and

deleting "**and substituting therefore the following:**" in the motion; and

deleting "**For restaurants with seating, one (1) space for every four (4) of the rated seating capacity of the facility, plus one (1) space for every employee on the largest shift. For restaurants with no seating, one (1) space for every seventy-five (75) square feet of net floor area or fraction thereof, but no less than ten (10) spaces shall be provided.**" in the language to be substituted.

Amendment does not carry.

2/3 vote required
83 voted in the affirmative
34 voted in the negative

Main motion carries.

ARTICLE 12 – On motion by Jonathan E. Barnes, Community Planning and Development Commission, it was voted to table the subject matter of Article 12.

Use	Municipality	Unit of Measurement	Requirement (gfa = gross floor area)
Restaurants	Stoneham	seats	1 space for every 4 seats
	Andover	seats	1 space for each 2 seats, plus 1.5 spaces for employees
	Melrose	seats	1 space for each 4 seats of total seating capacity
	Winchester (different zoning districts req's)	gross floor area	1 space for every 1,200 SF of gross floor area
		seats	1 space for every 4 seats
	Lexington (different zoning district req's)	seats or net floor area	1 per 5 seats or 1 for 200 SF of net floor area whichever is greater.
		seats or net floor area	1 per 3 seats or 1 for 150 SF of net floor area whichever is greater.
	Burlington	seats	1 per 3 seats
	Woburn	seats, employees	1 for each 3 seats and 1 for each employees
	North Reading	seats	1 for 4 seats of seating capacity
	Wakefield	seats employees, SF	1 per 3 employees in max work shift, plus 1 per 4 seats plus 1 per 100 SF of function rooms not designed for eating

Current Vs. Proposed Restaurant Compliance

Name of Restaurant	Compliant Now	Compliant with proposed By-Law Amendment	Proposed Queuing - Compliance
McDonald's	yes	yes	yes
Burger King	yes	yes	yes
Emperor's Choice	yes	yes	N/A
Mandarin Reading		no	N/A
Dunkin' Donuts Main Street	no	no	N/A
Dunkin' Donuts Salem Street	yes	yes	N/A
Bagel World	yes	yes	yes
Java's Brewin'	yes	yes	N/A
Bagel Villa	yes	yes	N/A
Pizza Cucina on N. Main Street	yes	yes	N/A
Harrow's	yes	yes	N/A
Domino's	Difficult to determine – building pre-dated parking reg's	Difficult to determine with office mix	N/A
Friendly's	yes	yes	N/A
Café Capri	yes	Difficult to determine with mix of uses on site	N/A
Chuck's Deli	Difficult to determine, parking not striped	Difficult to determine, parking not striped	N/A

Peter Hechenbleikner, Town Manager, point of personal privilege, stating that Finance Committee's recommendation will be available at town hall tomorrow for Town Meeting Members.

On motion by Russell T. Graham, Precinct 4, it was voted that this Subsequent Town Meeting stand adjourned to meet at 7:30 p.m. at the Reading Memorial High School, Monday, November 15, 1999.

Meeting adjourned at 11:15 p.m.

167 Town Meeting Members were present.

A true copy. Attest:

Cheryl A. Johnson
Town Clerk

Ad-Hoc Water Supply Committee

Appointed by Board of Selectmen to look at future water supply options for the Town of Reading

Make recommendation to Board of Selectmen and presentation to Town Meeting

Board of Selectmen makes final decision

Ad-Hoc Water Supply Committee

Stephen Blewitt, At-Large
George Perry, Town Forest Committee
Will Finch, Conservation Commission
William Freeman, Water & Sewer
Richard Moore, Water & Sewer
Camille Anthony, Board of Selectmen
Mary Grimmer, FINCOM
Dick Howard, CPDC
Bob Salter, At-Large
Gail Wood, Water & Sewer
Steve Oston, At-Large

Public Input

Public Meetings - February through October, 1999;

Written Survey -- Town Meeting Members, September, 1999

Written Survey -- All consumers, September, 1999

Newspaper Articles

Cable Television Announcements

Water Supply Related Issues

- Ipswich River/Environmental
- Adequate Supply for Future
- Current water rates - projected rates
- Current demand -- projected demand
- Reality of Option(s) - can they be done?

Water Supply Options

Considered many options -- narrowed to eight;

Narrowed from eight to three:

1. Ipswich/MWRA
2. MWRA Alone
3. Ipswich Alone

MWRA water would be used to lessen stress on Ipswich River during peak demand periods.

Institute "aggressive" conservation program.

Perform further exploration on bedrock wells.

Attributes of Top Alternatives

Source	Capital Cost (millions)	Average Household Charge/Year	Criteria Rating
Ipswich/MWRA	$ 10.3	$ 414	37.25
MWRA Alone	$ 15.7	$ 452	38.53
Ipswich Alone	$ 6.9	$ 345	30.83

Note: Current average household charge for water is $290 per year

Recommended Source

Combination Ipswich River/MWRA Institute "aggressive" conservation

Purchase capacity of .6 mgd from MWRA

Requires buy-in fee of $3.4 million

Requires approval from MWRA, Legislature, MWRA Advisory Board, Governor and Water Resources Commission

Rationale:

Acknowledges problems with the Ipswich River source;

Would be used to offset peak demand times, lessening stress on Ipswich River watershed

Provides town "insurance policy" and deals in part with vulnerability issues;

Represents a balanced option.

Implementation Issues

Do Nothing" option not acceptable to meet projected changes in Safe Drinking Water Act by 2006. All options require infrastructure upgrades;

Research shows MWRA approval process lengthy --Selectmen decision needed now for what could be two-year process.

Other communities interested in buying water from MWRA (competition)

Time Issues

Committee developed timeline for Board of Selectmen to use as their guide;

By 2002 must have firm decisions to meet 2006 Drinking Water Regulations;

In interim, sustainability studies, re-permitting completed;

Decisions then needed

- plant renovation;
- MWRA capacity purchase amount

Some actions to be taken in interim

Where do we go from here?

If Ipswich/MWRA option acceptable, Town begin discussions with Authority representatives to measure their willingness to sell the Town water;

If Ipswich/MWRA option acceptable, Board decides quantity to be purchased;

Board decides course of action with respect to conservation program;

Board decides if bedrock well option should continue to be explored.

SUBSEQUENT TOWN MEETING

Reading Memorial High School **November 15, 1999**

The meeting was called to order by the Moderator, Alan E. Foulds, at 7:45 p.m., there being a quorum present.

The Invocation was given by Dr. David W. Reid, First Baptist Church, followed by the Pledge of Allegiance to the Flag.

ARTICLE 14 – On motion by Russell T. Graham, Precinct 4, it was moved to discuss Article 14 as the first matter of business.

ARTICLE 14 – On motion by Russell T. Graham, Chairman of the School Building Committee, it was voted to raise by borrowing under Chapter 44, Sections 7 (3) and 7 (3A) of the General Laws of the Commonwealth of Massachusetts, Chapter 645 of the Acts of 1948 as amended, or any other enabling authority, and appropriate the sum of nine million one hundred thousand dollars ($9,100,000) for the purpose of constructing a new school and associated recreational facilities on the following described land, including the costs of original furnishings and equipment, landscaping, paving and other site improvements, engineering and architectural fees, plans and specifications, inspection fees, relocation costs, contingencies and related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the School Committee; that any maturities of an issue of bonds or notes authorized hereby may, to the extent permitted by law be arranged so that the amounts of principal and interest combined for the several years shall be as nearly equal as practicable in the opinion of the Town Treasurer and the Selectmen or in accordance with a schedule providing a more rapid amortization of principal; and voted to authorize the School Committee to file applications for a grant or grants to be used to defray all or any part of the cost of said school construction and related matters, and voted to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article:

The land off Dividence Road shown on Reading Board of Assessors' Rev. Jan. 1, 1981 Map 207 as Lot 3 consisting of 2.0 acres and Lot 4 consisting of 9.6 acres, which land was acquired by the Town for school and recreation site purposes by Order of Taking dated April 13, 1970, recorded at the Middlesex South District Registry of Deeds in Book 11831, Page 432.

On motion by Willard J. Burditt, Precinct 4, it was voted to move the question.

2/3 vote required
123 voted in the affirmative
40 voted in the negative

On motion by Douglas R. Cowell, Precinct 7, it was requested and moved to have a Roll Call vote on Article 14.

ROLL CALL VOTE

Precinct 1

Richard W. Anderson	Yes	Andrew K. Herlihy	Yes
James E. Barry	Yes	Lorraine Horn	Yes
Roy A. Benjamin, Jr.	Yes	Beth Ann Matathia	Yes
Lawrence D. Chomsky	Yes	Lori L. Miller	Yes
Susan Bryant Conley	Yes	Ellen Mounteer	Yes
Herbert W. Converse	Yes	Brendan J. O'Hagan	Yes
Mark L. Dockser	Yes	Nancy W. Ortiz	Yes
Catherine S. Durant	Yes	Steven L. Perry	Yes
Nancy L. Eaton	Yes	Thomas J. Ryan	No
William R. Grace	Yes	Jane M. Spano	Yes
Mary F. Grimmer	Yes	Nancy H. Stager	Yes
Marc Guyott	Yes	James K. Taylor	Yes

Precinct 2

Virginia M. Adams	Yes	Philip D. LeBlanc	Yes
Alan D. Beaulieu	Present	Debbie H. McCulley	Yes
Michael A. Bourque	Yes	Richard J. Moore	Yes
Francis P. Burke	-	Alice M. O'Sullivan	Yes
Dolores S. Carroll	Yes	John E. Parsons III	Yes
Marlene W. Cohen	Yes	Mary Jane Quinn	-
Joseph T. Connearney, Jr.	Yes	Anthony L. Rickley	Yes
Peter G. Coumounduros	Yes	Rita C. Robertson	Yes
Wayne Davis	No	Bernice F. Svedlow	Yes
Donna M. Fallon	Yes	David A. Tanner	Yes
John L. Fallon, Jr.	No	Gail F. Wood	No
Kay K. Krekorian	Yes	John D. Wood	No

Precinct 3

Lois K. Bond	Yes	William F. Lavoie	-
Douglas A. Bruce	No	George E. Lonergan, Jr.	Yes
Robert J. Coffey	Yes	Gerald L. MacDonald	No
Stephen L. Crook	Yes	Catherine L. Martin	Yes
Roberta C. D'Antona	Yes	Steven G. Oston	Yes
Jeanne M. Duran	Yes	Edwin Vargas	Yes
Joseph D. Gatta	Yes	Jacalyn S. Wallace	-
Alice C. Grau	Yes	Wendall T. Wallace	No
Bryan Hodgkins II	Yes	Lance Watson	-
Timothy J. Houston	Yes	Ronald L. Wood	-
Paul A. Johnson	-		

Precinct 4

Martin J. Benison	Yes	Robert W. Lelacheur	Yes
Willard J. Burditt	Yes	Richard F. McDonald	Yes
Michele A. Carrick	Yes	Thomas J. Meharg	-
Stephen M. Conner	-	Philip B. Pacino	-
Randy S. Gearhart	Yes	Sharon L. Petersen	Yes
Nancy M. Graham	Yes	Leora E. Roberts	-
Russell T. Graham	Yes	Everett J. Roscoe, Jr.	Yes
Glen M. Hartzler	Yes	Robert S. Salter	-
Sally M. Hoyt	-	Edward G. Smethurst	Yes
Mark W. Jackson	-	George A. Theophanis	Yes
Susan B. Kalmakis	Yes	Timothy R. Twomey	Yes
David Lautman	Yes	Mary S. Ziegler	Yes

Precinct 5

Camille W. Anthony	Yes	Kathryn M. Greenfield	Yes
Henry J. Bardol, Jr.	Yes	Eleanor K. Higgott	No
Jonathan E. Barnes	Yes	Catherine R. Kaminer	Yes
Regina M. Cancelliere	Yes	Paul A. Kelley	Yes
Susan C. Cavicchi	Yes	Timothy J. Kelley	Yes
Ruth L. Clay	Yes	Lawrence E. Mabius	Yes
Andrew P. Connolly	Yes	James B. McGrath	Yes
Christopher R. DiMattei	Yes	Eileen C. O'Shea	Yes
Joseph G. Duffy	Yes	Peter J. O'Shea	Yes
Paul C. Dustin	Yes	Charles R. Robinson	Yes
Robert L. Fuller	Yes	Michael F. Shea	Yes
Brevard S. Garrison	Yes	Kathleen S. Vaccaro	Yes

Precinct 6

Robert A. Brown	-	Robert R. Lynch	Abstain
Christopher R. Campbell	-	Jacquelyn A. Mandell	No
Stephen A.Chapman	Yes	Alexander McRae	Yes
Brook W. Chipman	Yes	Mary Ellen O'Neill	Yes
Ralph A. Colorusso	Yes	Gael Phillips-Spence	Yes
Kevin M. Douglas	Yes	Stephen P. Quigley	Yes
James J. Fandel	Yes	Diane N. Slezak	Yes
Michael P. Flammia	Yes	Michael F. Slezak	Yes
James B. Francis	Yes	William H. Watt	Yes
Diana M. Kaine	No	Nathan C. White	No
James A. Keigley	Yes	Drucilla Wood-Beck	Yes
Michael P. Lenihan	Yes		

Precinct 7

Peter A. Brown	Yes	Peter D. Leahy	Yes
John E. Carpenter	Yes	Nancy B. Matheson	Yes
Cathy E. Commito	Yes	Charles Donnelly Moran	Yes
Douglas R. Cowell	Yes	Mark E. Nelson	Yes
Joanne T. Cusolito	Yes	Gary M. Nihan	Yes
Donald E. Doe	-	Richard A. Radville	Yes
Carmen Dutile-Redfearn	Yes	Richard W. Schubert	Yes
John J. Greichen, Jr.	Yes	Charles A. Smith	-
George V. Hines	Yes	Jeffrey W. Struble	Yes
Mark H. Johnson	-	Patrick S. Sudbay	-
Norman F. Kozlowski	Yes	David M. Swyter	Yes
William C. Leach	-	Kathy J. Whittaker	Yes

Precinct 8

Janet Baronian	-	Laura F. McDonagh	Yes
William C. Brown	No	Sandra J. Michaud	Yes
Harvey J. Dahl	Yes	Kevin M. Nestor	Yes
John K. Downing	Yes	Robert I. Nordstrand	Yes
Nancy Gadzuk Drexler	Yes	Marjorie C. O'Donnell	No
Carol S. Grimm	Yes	George B. Perry, II	-
William J. Griset, Jr.	Yes	Bernice H. Pierce	-
Peter Grossman	-	John H. Russell	Yes
Kim R. Honetschlager	Yes	Margaret W. Russell	Yes
Gloria R. Hulse	No	Frederick Van Magness	No
Pasquale M. Iapicca	No	Frederick Van Magness, Jr.	No
Frederick F. Martin, Jr.	Yes	Charles A. Wayne	Yes

2/3 vote required
143 voted in the affirmative
18 voted in the negative

ARTICLE 1 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved to remove Article 1 from the table.

ARTICLE 1 – Carol S. Grimm, Chairman of the Finance Committee, presented the following investigation of the rental of RMHS space.

Long Term Leased Space at the High School:

A Subcommittee of the finance Committee reviewed all existing documentation for the long term rental of space at Reading Memorial High School, including Reading Extended Activities Program and RCTV, previously Continental Cablevision/MediaOne.

Although the rental of space was done on a fairly informal basis in the past, there is no evidence to suggest that REAP or RCTV and its predecessors, failed to pay what they were instructed to pay by the School Department. It appears the lack of staffing in the School Building Facilities Department contributed to lax documentation and tracking of payments. The Subcommittee's primary focus was then a review of the controls going forward.

The Peat Marwick Building Maintenance Study, completed in March 1998, recommended additional clerical help in the rental area and a half time clerk was added in January 1999. Richard Foley, the Town Accountant did an audit of the School Building Facilities Department in April of 1999. It was Mr. Foley's audit that brought to light the need for Town Meeting's authorization of long term leases. The Town Accountant's audit also found REAP and RCTV were not being billed on a monthly basis and REAP's payment was below the required amount based on square footage and the monthly rental rate. REAP and RCTV are now being billed an accurate amount on a monthly basis. REAP also made a lump sum back payment for the amount due as a result of the inaccurate calculation of square footage after space they had previously occupied was taken back for High School classrooms. Mr. Foley also discovered that in 1997 three months of REAP rental payments could not be verified and they were subsequently paid by REAP.

Mr. Foley's last recommendation was that a new lease agreement should also include formal procedures to deal with delinquent payments. Separate from Richard Foley's audit, as part of the town's annual audit, the outside auditors, Peat Marwick, were directed last spring by the Audit Committee to review internal controls within the School Building Facilities Department. Peat Marwick has finished the audit and the most significant recommendation is a segregation of duties. The opening and logging in of receipts needs to be done by a different person, not the same person who also books the rentals and sends out invoices. The Finance Committee has asked the Town Accountant to work with the School Department and Building Facilities to segregate duties and reroute cash through the Treasurer Collector's Office at Town Hall.

Peat Marwick's other comments included updating the formal long-term lease agreements, which is in process. They suggested the School Committee annually review and approve all rental rates not just long-term rates. They suggested the Town should check its overhead allotment to the department, do a cost benefit analysis of computerizing the accounts receivable listing, update its record retention policies and lastly have Town Counsel review the statement of terms and conditions given to all renters not under a long term lease for appropriate disclaimers of liability. We viewed all Peat Marwick's comments as valuable and recommend their implementation.

The new leases currently being negotiated by Town Counsel will be reviewed by the finance Committee prior to them being presented to Town Meeting. We expect the leases to include standard rental terms including formal procedures to deal with delinquent payments, accurate square footage, appropriate insurance coverage and current market rental rates for similar space.

ARTICLE 1 – On motion by Carol S. Grimm, Chairman of the Finance Committee, it was moved to table Article 1.

ARTICLE 13 – On motion by Harvey J. Dahl, Chairman of the School Committee, it was moved to table the subject matter of Article 13.

ARTICLE 5 – On motion by George V. Hines, Precinct 7, it was voted to authorize the Board of Selectmen, or the Town's nominee, the Reading Housing Authority, to acquire all or any part of the following described parcel of land in fee or rights of easement therein by eminent domain under the provisions of Chapter 79 of the General Laws of the Commonwealth of Massachusetts, or to acquire said parcel of land or any part thereof in fee or rights of easement therein by gift, purchase, or otherwise, for general municipal purposes including public parking and housing from certified free cash and appropriate to the Board of Selectmen the sum of One ($1.00) Dollar to pay for appraisals of said parcel and to pay for the acquisition of said parcel of land or rights of easement therein, or to be used for payment of land damages or other costs and expenses of such acquisition and to authorize the Board of Selectmen to enter into agreements with the Reading Housing Authority and private parties or State and Federal agencies for financial and other assistance in connection with such acquisition, and to do all other acts and things necessary and proper for carrying out the purposes of this vote:

The land commonly known as and numbered 75 Pleasant Street, shown on Board of Assessors' Rev. Jan. 1, 1997 Map 65 as Lot 6, consisting of 18,700 square feet of land, more or less, and described in a deed recorded at the Middlesex South District Registry of Deeds in Book 14054, Page 384, currently believed to be owned by James A. and Margaret C. Molyneaux or their estates.

2/3 vote required
Unanimous vote

A quorum being present, with a unanimous show of hands the moderator declared the unanimous vote.

On motion by Matthew J. Nestor, Vice Chairman of the Board of Selectmen, it was voted that the Subsequent Town Meeting stand adjourned sine die at 10:33 p.m.

165 Town Meeting Members were present.

A true copy. Attest:

Cheryl A. Johnson
Town Clerk

SPECIAL TOWN ELECTION
January 27, 1999

Pursuant to the Warrant and the Constable's Return thereon, a Special Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially ready by the Town Clerk, Cheryl A. Johnson, when on motion of Lawrence Drew, Warden, Precinct 4, it was voted to dispense with further reading of the Warrant except the Constable's Return, which was then read by the Town Clerk. The respective Wardens examined the ballot boxes and each found to be empty and registered at –0-.

The Town Clerk declared the polls open at 7:00 a.m. and closed at 8:00 p.m.. with the following results:

5372 ballots (34.6% of registered voters) cast as follows:

Question 1 (Article 4)

Shall the Town vote to approve the action of the representative Town Meeting whereby it was voted to raise by borrowing under Chapter 44, Sections 7 (3) and 7 (3A) of the General Laws of the Commonwealth of Massachusetts, Chapter 645 of the Acts of 1948 as amended, or any other enabling authority, and appropriate the sum of eight million nine hundred and ten thousand dollars ($8,910,000) for the purpose of constructing a new school and associated recreational facilities on the following described land, including the costs of original furnishings and equipment, landscaping, paving and other site improvements, engineering and architectural fees, plans and specifications, inspection fees, relocation costs, contingencies and related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the School Committee; that any maturities of an issue of bonds or notes authorized hereby may, to the extent permitted by law be arranged so that the amounts of principal and interest combined for the several years shall be as nearly equal as practicable in the opinion of the Town Treasurer and the Selectmen or in accordance with a schedule providing a more rapid amortization of principal; and to vote to authorize the School Committee to file applications for a grant or grants to be used to defray all or any part of the cost of said school construction and related matters, and to vote to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article:

The land off Dividence Road shown on Reading Board of Assessors' Rev. Jan. 1, 1981, Map 207 as Lot 3 consisting of 2.0 acres and Lot 4 consisting of 9.6 acres which land was acquired by the Town for school and recreation site purposes by Order of Taking dated April 13, 1970, recorded at the Middlesex South District Registry of Deeds in Book 11831, Page 432.

	YES	NO	BLANKS	TOTAL
PRECINCT 1	397	398	2	797
PRECINCT 2	182	330	3	515
PRECINCT 3	127	326	1	454
PRECINCT 4	389	306	4	699
PRECINCT 5	263	277	1	541
PRECINCT 6	419	363	5	787
PRECINCT 7	379	325	8	712
PRECINCT 8	424	442	1	867
TOTALS	2580	2767	25	5372

Question 2 (Article 5)

Shall the Town vote to approve the action of the representative Town Meeting whereby it was voted to raise by borrowing under Chapter 44, Sections 7 (3) and 7 (3A) of the General Laws of the Commonwealth of Massachusetts, Chapter 645 of the Acts of 1948 as amended, or any other enabling authority, and appropriate the sum of six million five hundred eighty five thousand dollars ($6,585,000) for the purpose of constructing an addition, remodeling, reconstructing and making extraordinary repairs to the Alice M. Barrows School on Edgemont Avenue, including the costs of original furnishings and equipment, landscaping, paving and other site improvements, engineering and architectural fees, plans and specifications, inspection fees, relocation costs, contingencies and related expenses incidental thereto and necessary in connection therewith, said sum to be expended by and under the direction of the School Committee; that any maturities of an issue of bonds or notes authorized hereby may, to the extent permitted by law be arranged so that the amounts of principal and interest combined for the several years shall be as nearly equal as practicable in the opinion of the Town Treasurer and the Selectmen or in accordance with a schedule providing a more rapid amortization of principal; and to vote to authorize the School Committee to file

applications for a grant or grants to be used to defray all or any part of the cost of said school renovations and addition and related matters, and to vote to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article.

	YES	NO	BLANKS	TOTAL
PRECINCT 1	421	374	2	797
PRECINCT 2	194	310	11	515
PRECINCT 3	146	307	1	454
PRECINCT 4	413	282	4	699
PRECINCT 5	294	236	11	541
PRECINCT 6	448	335	4	787
PRECINCT 7	416	289	7	712
PRECINCT 8	461	402	4	867
TOTALS	2793	2535	44	5372

A true copy. Attest:

Cheryl A. Johnson, Town Clerk

ANNUAL TOWN ELECTION
March 23, 1999

Pursuant to the warrant and the Constable's Return thereon, a General Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion of Harold Hulse, Warden, Precinct 2, it was voted to dispense with further reading of the Warrant except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at -0-.

The Town Clerk declared the polls open at 7:00 a.m. and closed 8:00 p.m. with the following results:

1,627 ballots (10.5% of registered voters) cast as follows:

Moderator for one year - Vote for One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Alan E. Foulds*	201	130	120	139	136	204	191	182	1303
Other	0	0	0	0	0	0	0	0	0
Blanks	35	39	26	44	36	43	42	59	324
Total	236	169	146	183	172	247	233	241	1627
*Elected									

Board of Selectmen for three years - Vote for Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
George V. Hines*	151	102	82	108	94	139	149	151	976
Sally M. Hoyt*	161	97	88	105	94	158	143	146	992
Other	2	0	3	3	4	6	6	4	28
Blanks	158	139	119	150	152	191	168	181	1258
Total	472	338	292	366	344	494	466	482	3254
*Elected									

Board of Assessors for three years - Vote for One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Robert I. Nordstrand*	184	127	113	135	123	188	183	182	1235
Other	0	0	0	0	0	0	0	0	0
Blanks	52	42	33	48	49	59	50	59	392
Total	236	169	146	183	172	247	233	241	1627
*Elected									

Board of Library Trustees for three years - Vote for Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Stephen M. Conner*	181	114	104	126	118	184	173	161	1161
Donna Bramante InDelicato*	170	109	96	107	108	170	171	153	1092
Other	0	0	0	0	1	0	0	0	1
Blanks	113	115	92	133	117	140	122	168	1000
Total	472	338	292	366	344	494	466	482	3254
*Elected									

Municipal Light Board for three years - Vote for One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Willard J. (Bill) Burditt*	172	119	99	126	106	176	148	154	1100
Other	1	0	2	1	1	0	2	0	7
Blanks	63	50	45	56	65	71	83	87	520
Total	236	169	146	183	172	247	233	241	1627
*Elected									

School Committee for three years - Vote for Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Susan C. Cavicchi*	160	104	75	133	104	152	140	138	1006
James A. Keigley*	127	91	106	85	93	154	127	145	928
Debbie H. McCulley	111	81	58	84	83	160	123	118	758
Robert L. Mandell	0	0	0	0	0	0	0	7	7
Other	1	1	0	0	1	4	3	3	19
Blanks	73	61	53	58	63	84	73	71	536
Total	472	338	292	366	344	494	466	482	3254
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Lawrence D. Chomsky*	161								
Andrew K. Herlihy*	134								
Beth Ann Matathia*	147								
Lori L. Miller*	150								
Nancy Huntington Stager*	124								
Mary F. Grimmer	121								
Marc Guyott*	123								
Brendan J. O'Hagan*	130								
Steven L. Perry*	156								
Other	0								
Blanks	642								
Total	1888								
*Elected									

Town Meeting Members for one year - Vote for not more than Three									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Richard W. Anderson*	162								
Roy A. Benjamin, Jr.*	163								
Jane M. Spano*	175								
Other	1								
Blanks	207								
Total	708								
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Virginia M. Adams*		123							
Dolores S. Carroll*		106							
Debbie H. McCulley*		109							
Alan D. Beaulieu*		116							
Wayne S. Davis*		101							
Donna M. Fallon*		116							
Kay K. Krekorian*		116							
Gail F. Wood*		8							
Other		12							
Blanks		551							
Total		1352							
*Elected									

Town Meeting Member for two years - Vote for not more than One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 6	Total
John D. Wood*		4							
Other		6							
Blanks		159							
Total		169							
*Elected									

Town Meeting Members for one year - Vote for not more than Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 6	Total
Joseph T. Connearney Sr.*		1							
Peter G. Coumounduros*		1							
Other		17							
Blanks		319							
Total		338							
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Roberta C.(Robin) D'Antona*			86						
Catherine L. Martin*			91						
Lance Watson*			91						
Ronald L. Wood*			85						
Stephen L. Crook*			94						
Timothy J. Houston*			94						
Richard F. Smith, Jr.*			100						
George E. Lonergan, Jr.*			7						
Other			7						
Blanks			513						
Total			1168						
*Elected									

Town Meeting Members for one year - Vote for not more than Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Jeanne M. Duran*			102						
Joseph D. Gatta*			1						
Other			0						
Blanks			189						
Total			292						
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Willard J.(Bill) Burditt*				115					
Nancy M. Graham*				122					
Russell T. Graham*				115					
Sally M. Hoyt*				105					
Susan B. Kalmakis*				111					
Mary S.(Mollie) Ziegler*				126					
Randy S. Gearhart*				102					
Sharon L. Petersen*				5					
Others				13					
Blanks				650					
Total				1464					
*Elected									

Town Meeting Member for one year - Vote for not more than One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Sharon L. Petersen**				131					
Martin J. Benison*				1					
Other				0					
Blanks				51					
Total				183					
**Refused Position									
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Jonathan E. Barnes*					96				
Loretta E. Cavagnaro					85				
Susan C. Cavicchi*					100				
Robert L. Fuller*					96				
Peter J. O'Shea*					86				
Thomas J. Stohlman, Jr*					96				
Kathleen S. Vaccaro*					104				
Christopher R. DiMattei*					95				
Joseph G. Duffy*					121				
Other					1				
Blanks					502				
Total					1376				
*Elected									

Town Meeting Members for one year - Vote for not more than Five									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
James B. McGrath*					4				
Andrew P. Connolly*					2				
Regina M. Cancelliere*					1				
Kathryn M. Greenfield*					1				
Eileen C. O'Shea*					1				
Other					6				
Blanks					845				
Total					860				
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
James E. Biller*						156			
Brook W. Chipman*						157			
Frances P. Crann*						132			
Mary Ellen O'Neill*						147			
Diane N. Slezak*						130			
Michael F. Slezak*						126			
Michael P. Flammia						108			
Michael P. Lenihan*						134			
Robert L. Mandell						111			
Gael Phillips-Spence*						134			
Others						8			
Blanks						633			
Total						1976			
*Elected									

Town Meeting Member for one year - Vote for not more than One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Alexander McRae*						175			
Other						2			
Blanks						70			
Total						247			
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Peter A. Brown*							130		
George V. Hines*							125		
William J. Hughes, Jr.							89		
William C. Leach*							131		
Richard A. Radville*							153		
Jeffrey W. Struble*							134		
Kathy J. Whittaker*							166		
Charles Connelly Moran*							123		
Mark E. Nelson*							145		
Frances C. Sansalone							123		
Other							5		
Blanks							540		
Total							1864		
*Elected									

Town Meeting Members for one year - Vote for not more than Two									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Peter D. Leahy*							3		
Donald E. Doe*							1		
Other							8		
Blanks							454		
Total							466		
*Elected									

Town Meeting Members for three years - Vote for not more than Eight									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Janet Baronian*								124	
Carol S. Grimm*								137	
Kim R. Honetschlager*								127	
Robert I. Nordstrand*								149	
Charles A. Wayne*								139	
William J. Griset, Jr.*								147	
Laura F. McDonagh*								137	
Kevin M. Nestor*								139	
Other								5	
Blanks								824	
Total								1928	
*Elected									

Town Meeting Member for one year - Vote for not more than One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Sandra J. Michaud*								157	
Other								2	
Blanks								82	
Total								241	
*Elected									

a true copy. Attest:

Cheryl A. Johnson, Town Clerk

SPECIAL ELECTION
September 14, 1999

Pursuant to the Warrant and the Constable's Return thereon, A Special Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Cheryl A. Johnson, when on motion of Mary Doe, Precinct 3, it was voted to dispense with further reading of the Warrant except the Constable's Return, which was then read by the Town Clerk. The Ballot boxes were examined by the respective Wardens and each found to be empty and registered at -0-.

The Town Clerk declared the polls open at 7:00 a.m. and closed at 8:00 p.m. with the following results:

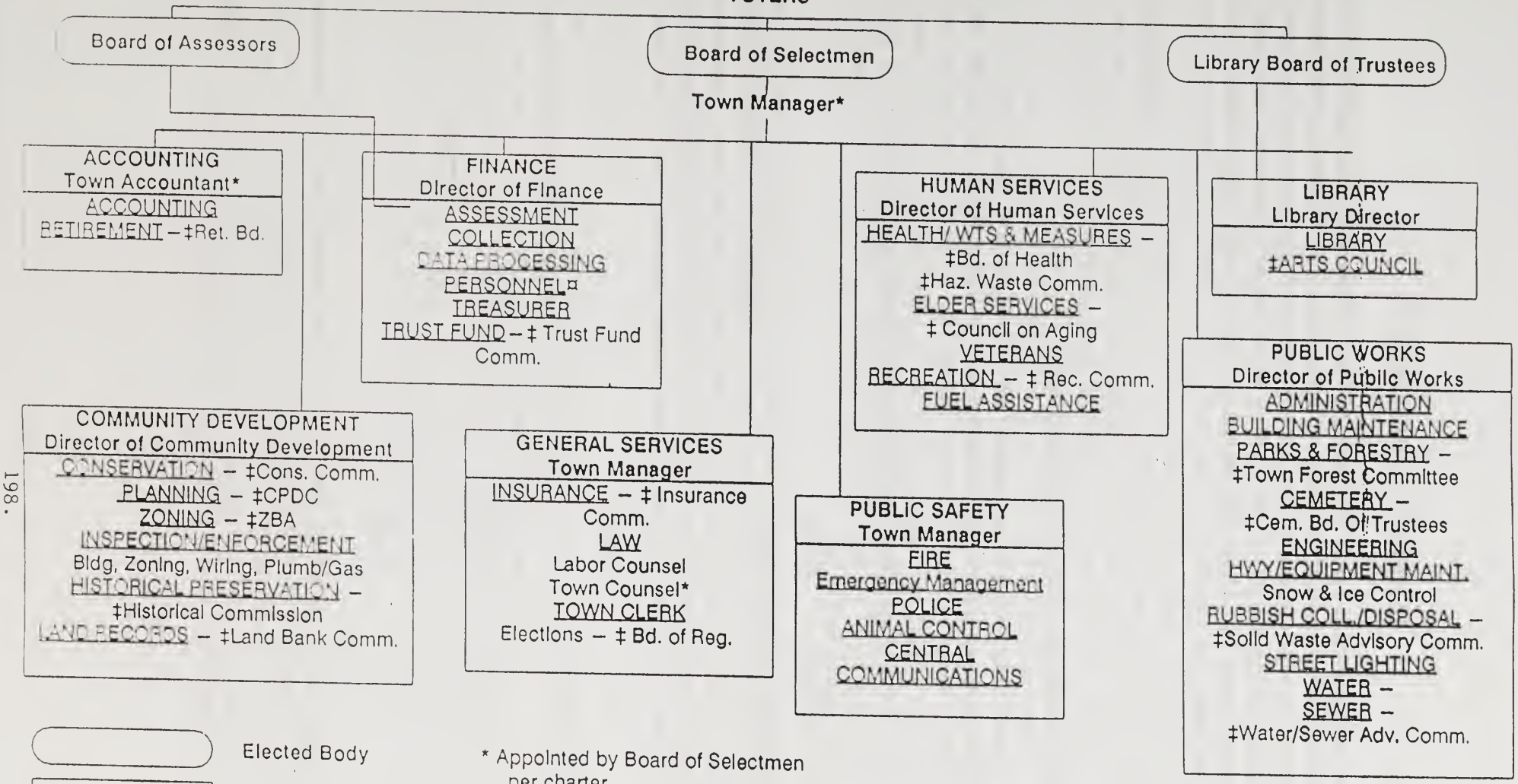
957 ballots (6.4% of registered voters) cast as follows:

Board of Selectmen - for Term to Expire April 3, 2001 Vote for One									
Candidate	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
Richard H. Coco	54	31	21	51	33	36	60	30	316
Matthew Cummings *	101	65	65	52	61	68	65	128	625
Other	0	0	1	0	0	3	1	1	6
Blanks	1	0	3	2	1	1	1	1	10
Total	156	96	90	105	95	108	147	160	957
*Elected									

a true copy. Attest:

Cheryl A. Johnson, Town Clerk

Town of Reading, Massachusetts
Plan of Organization - Executive Branch Spring 1992



Elected Body

DEPARTMENT
Department Head

* Appointed by Board of Selectmen per charter

XXXXXXX = Division

‡ – Policymaking body which may exercise authority per statute or other regulations, and which is appointed in accordance with state law, charter, or other regulation. The bodies determine policy under the general direction of the Board of Selectmen. Administrative direction is provided by the Department Head, or the Town Manager in absence of Department Head.

¤ Note: Town Manager retains ultimate responsibility for the Personnel function pursuant to Section 6-2 of the Reading Home Rule Charter.

Adopted April 21, 1992 by vote of Town Meeting under Article 26

READING PUBLIC LIBRARY

Library Mission Statement: The role of the Reading Public Library is to make readily available Library materials selected in response to both the diverse reading and educational needs of all community members; to offer youth an active Library program designed to stress the value of reading and communicating; to deliver information which meets community needs and to vigorously promote the use of Library services and thereby increase public awareness of the Library in the community.

From the Director: I'd like to share with you, the residents of the Town, some of the highlights of 1999 because all of our programs and services are designed to fulfill and further our mission.

1999 was definitely the Year of Construction at the Library.

During the Summer, we had our parking lot repaved, a new main entry way was constructed, and new walkways from Middlesex Avenue were built. Then we started on the inside of the building! Phase 2 of the new HVAC system was completed to everyone's relief; the Children's Room got a brand new rug and last, but certainly not least, we installed a new loss prevention system for Library materials. All of these improvements were funded by the Town's capital program. During 2000, we will be developing a plan to upgrade the furnishings and shelving on the main floor of the Library.

Internet classes, classes and more classes were taught by every Librarian on the staff during 1999, to all ages and abilities on special topics such as investments or travel, or just the general use of the Internet. This is an important service in the Library, and has been a spontaneous product of the public's need to be able to navigate the Internet successfully, their view that the Library is the best place to get these skills, and our professional expertise in teaching information literacy.

Summer reading programs are always a highlight of the Library's year and 1999 was no exception. "That's Entertainment" was the Summer theme, with lots of "Kidding around at the Reading Public Library" in the Children's Room, while young adults focused on movies for the "Get Reel" program and adults joined in with "Showbiz Summer." Statistics tell the success story for all three programs: In the Children's Room, 1,304 kids participated, while program attendance was at an all time Summer high of 5,465, a 45% increase over 1998 – which was a record year itself. Meanwhile, 213 young adults read 952 books, while 105 adults joined the adult program.

Our public relations program picked up three public relations awards from the Massachusetts Library Association at their annual conference in April. The Children's Room won first place for the Summer Reading Program, and we won second place and honorable mention awards for brochures and bookmarks. We are extremely proud of our staff 's amazing ability to continually create innovative, exciting and enjoyable programs for the community.

As we contemplated the approaching Millennium, we also began the process of updating the Library's Long-Range Plan. Every Public Library is required by the Massachusetts Board of Library Commissioners to have a long-range plan. We last updated ours in 1992. A planning committee of community members, trustees and staff met monthly to discuss the role of the Library in the community, and how it can best serve the community in the future. As part of the process, we revised the Library's vision and mission statements, and surveyed residents about their use of the Library and their views on the future of the Library. We expect to complete the plan in 2000.

What was the most important event of 1999? It's pretty hard to choose – we certainly accomplished a lot last year. But I'd have to say the most far-reaching change was the implementation of our new automation system as part of the NOBLE network. On December 20th, we went online with a brand new vendor, and a brand new "open" system that is completely web based. We are thrilled at the new services this system will enable us to provide to our customers.

Fiscal Year 1999 Statistics: A Snapshot

	Adult	Children	Combined
Customers with RPL Library Cards			18,089
Visitors to the Library			232,601
Reference Questions	34,680	12,132	46,812
Circulation to Non-Residents			43,932
Print Circulation (Books, Magazines)	152,650	100,873	253,523
Nonprint Circulation (Videos, Audiobooks, CD's, Records, Cassettes)	45,501	15,577	61,078
TOTAL CIRCULATION	198,151	116,450	314,601

FIRE DEPARTMENT

The Reading Fire Department responded to 4236 calls in 1999, an increase of over 12% from the previous year.

During the year, the Department responded to 55 building fires, 40 vehicle fires, 66 brush fires and 6 dumpster fires. In addition, the Department responded to 49 appliance fires, 3 wood stove fires, 10 electrical fires inside buildings and 49 electrical problems outside.

During the past year, we responded to 210 motor vehicle accidents, 35 carbon monoxide detector activations, and investigated 52 reports of natural gas odor. We provided mutual aid medical assists 85 times, and received assistance for medical calls from surrounding towns 155 times. We provided mutual aid fire response to our surrounding communities 73 times in 1999. We also received mutual aid fire assistance from surrounding communities on 5 occasions.

During the year, the Department conducted in-service inspections to all commercial properties in Town. Additionally, we inspected 61 fire alarm systems, 448 residential smoke detector systems, 122 oil burner installations and 36 liquid propane tank installations. The Fire Department continues to inspect all school buildings before the beginning of the school year. This inspection is in conjunction with the schools Building Maintenance Department, and is meant to ensure the safety of all of Reading's school children. This Department also conducts quarterly fire drills in the school system to practice safe, orderly evacuations of the buildings in case of emergency.

The underground tank removal project continued to be highly successful. All commercial tanks have now been either removed or upgraded to insure our groundwater will be protected. In spite of this success, we were forced to shut down four underground fuel dispensing locations. We then followed closely the necessary remediation of those sites. The result was that one site voluntarily pulled their tanks and permanently shut down dispensing operations. At two of the other sites, Assistant Chief Jack Mooney assisted the operators in completing required upgrades to their facilities, and they are now back in operation with all of the newest safety technology. The last site was closed by action of the court system, and this facility is being closely monitored by Assistant Chief Jack Mooney.

The Fire Prevention Division of the Fire Department had another busy year overseeing all these inspections while working closely with contractors in Town. Of all the construction jobs, none were more intense than the Coolidge Middle School project. The highly successful completion of this job was due in part to the cooperation of the many Town Inspection Departments who kept a close watch on the project. In addition to the school rehabilitation, the Fire Prevention Division worked closely on the YMCA and Police Station construction projects.

The School Fire Prevention and Education Program continues to be a major commitment of this Department. Again, a successful grant application was awarded from the Commonwealth of Massachusetts S.A.F.E. Program. The grant is in the amount of $4,346.00.

During the school year, Fire Department S.A.F.E. instructors made 75 classroom visits which allowed them to deliver the anti-smoking/fire prevention message to over 2000 students. This program has been enthusiastically received by all of the schools. S.A.F.E. instructors from this Department are able to enhance the realism of their training by utilizing the Fire Safety Trailer.

This trailer, which is owned by the Metrofire Mutual Aid District, is a mock-up of a house in miniature. It allows the instructors to demonstrate the hazards found in homes, and allows instruction on how to evacuate the kitchen, living room and bedroom found in the trailer.

The Emergency Medical Services of the Department is considered to be the guideline for all other fire services to follow. Lt. Paul Guarino, the EMS Coordinator, continues to lead the firefighters/EMT's to the top of their class with a rigid schedule of training. This year, in addition to their bi-monthly case studies, the entire department's complement of EMT's completed their 24-hour Department of Transportation Refresher Course. The fire/rescue responded to 1708 medical emergencies during the year. Lieutenant Guarino also developed the curriculum for a very intense class titled "Current Concepts in Stroke Therapy." This course outlined the latest techniques used to assist the stroke patient.

The Fire Alarm Division continues to keep our municipal alarm system in excellent shape, thanks in no small part to the dedication of Mike Holmes and Peter Vincent. We now have more Fire Alarm Master Boxes tied to new and remodeled buildings than ever before.

This Department has embarked on a program of education within the community regarding young people and the fire alarm system. Historically, the Fire Department would teach students not to touch the fire alarm boxes on the streets unless there were a fire. Now, however, in the light of present day society, we are teaching young people to use these pull boxes not only for fires but also for any situation in which they may feel that their safety is being threatened. It is for this reason that we have labeled all our street boxes with Fire/Emergency signs.

The Emergency Management Division of this department had a very busy year preparing for the anticipated Y2K problems. The Emergency Manager oversaw all Town building's compliance for Y2K, and also assisted and advised the private sector with its plans. Although no problems were encountered, all the preparation and planning will not be wasted as these plans are always available in case of a natural or man-made disaster.

In conjunction with the unforeseen Y2K problems was the need to work with the Millennium Committee to assure that this celebration was as safe as it possibly could be.

This Department conducted a comprehensive "Emergency Vehicle Operators" course, along with the Wakefield Fire Department. This course consisted of eight hours of classroom training along with eight hours of driving and other practical training. By combining with Wakefield in this endeavor, we were able to cut the training costs in half while still providing the best driver training available to each Department.

Another very valuable program was provided to the entire Fire Department by instructors from the Massachusetts Fire Academy. This course was entitled "Rapid Intervention Team" response. The instructors were able to show the importance of having a 3-4 person crew, fully outfitted and ready to enter a fire building, standing by at all fire scenes in the event of entrapment of firefighters or civilians.

The Fire Department implemented the Incident Command System in August of this year. This system allows for a standard operating guideline for the Officer in charge at any type of incident. The importance of this system is that it provides consistency throughout mutual aid Fire Departments.

All departments will now have the ability to utilize common fire fighting practices, safety procedures and even fire terminology when fighting fires. The net result is that all firefighters trained in this system will be able to go anywhere the Reading Fire Department provides mutual aid, and be assured that the operation and command of the fireground will be run exactly as it is in Reading.

This Department also underwent a training session entitled "Emergency Response to Terrorism." This class instructed the firefighter/first responder in the safe handling of incidents where terrorism is or may be suspected.

In January of this year, Firefighter James Stevenson retired after 29 years of service to the Reading Fire Department. He was replaced by the hiring in the same month of Scott Dole. Also, in August of this year, Philip Dole retired after 28 years of service to the Reading Fire Department. This vacancy was filled by hiring of John Jenks in September. Each of these veteran firefighters will be sorely missed by this Department.

Statistics for 1999:

Permit Fees Collected.....	$14,285.00
Ambulance Fees Collected.....	$197,197.11
Bell Alarms.....	418.00
Still Alarms.....	2,110.00
Emergency Ambulance Calls.....	1,708.00
Inspections.....	1,011.00

FIRE DEPARTMENT ROSTER

Chief: Donald L. Wood

Assistant Chief: John T. Mooney

Captains:
Stephen A. Ballou
Gregory J. Burns
Kenneth N. Campbell Jr.
Gordon E. Sargent

FIRE DEPARTMENT ROSTER
(Continued)

Lieutenants:
William F. Campbell
Paul F. Guarino
Paul D. Jackson
Peter L. Marchetti

Firefighters:
Anthony J. Gentile
*James A. Stevenson
Roger C. Quimby
Arthur H. Vars
*Philip G. Dole
David C. Bishop
Francis P. Driscoll
Philip B. Boisvert
Matthew McSheehy
Daniel W. Cahoon
Stephen W. Lewko
Richard A. Puopolo
Michael K. Holmes
Perry M. Raffi
David M. Roy
Robert McCarthy
Mark F. Dwyer
Patrick Wallace
Brian D. Ryan
David T. Ballou
Stephen Pelrine
Robert L. Beck
James M. Hennessy
Stephen K. Murphy
Michael Belmonte
Robert J. Jutras
David A. Robidoux
Anthony DelSignore
David Gentile
William Van Horn
Richard L.S. Nelson
Lisa Palermo
Michael Wood
~Scott Dole
~John Jenks

Wayne J. Bell, Mechanic
Cynthia M. Keenan, Secretary
Peter Vincent, Fire Alarm

*Retired
~Hired

POLICE DEPARTMENT

The Reading Police Department consists of forty-one members at the end of December, 1999. The Chief, three Lieutenants, one Lieutenant Detective, one Sergeant Detective, six Sergeants, three Detectives, one Safety Officer, one Armorer, one D.A.R.E. Officer and twenty-three Patrol Officers. We currently have seven full-time dispatchers and eight part-time dispatchers.

The progress of the new Police Station is moving along and looks great.

In January of 1999, a male and female were arrested for the armed robbery of Anton's Cleaners. Officer Leone Sullivan was sworn in on January 6th as Deputy Sheriff of Middlesex County. Lt. Robbins met with a Boy Scout Troop working on their Eagle Scout project for ensuring numbers on all buildings in the Town of Reading. Three newly hired Police Officers, Michael Lee, Michael Nickerson and Thomas Murphy graduated from the Police Recruit Academy in March. Members of the Police Department participated in Challenger Baseball games on May 21st and May 28th. Lt. Robbins conducted a Motor Vehicle Glass Etching Program at the DPW Garage. The Police Department held a KID- ID Program at the Summerfest.

The Honor Guard was selected to perform the 21-Gun Salute for North Reading's Officer Moody. The 4th Annual D.A.R.E. Golf Tournament was held on June 7th at the Meadow Brook Golf Course which raised $6,000.

Police Officers held a Ham and Bean Supper at the Senior Center on August 29th. D.A.R.E. took 250 5th grade children by train into the Fleet Center to see the circus. The 18th Annual Holiday Party was held on December 19th at Austin Prep.

Complementing our regular Police Department is our force of School Traffic Guards under the direction of Safety Officer Joseph Veno. These Crossing Guards, who supervise the crossing of children on their way to and from school at various locations about town, have proved to be devoted to their duties and are great assets to the Town.

Along with the Community Policing Academy directed by Lt. Michael Cloonan, there has also been instituted a Student Citizen Police Academy. The Reading Police Department received a grant for this program, and it has been well accepted within the community. There are classes given in Domestic Violence, Dispatch Procedures, Community Policing, Accident Investigation, Patrol Procedures, D.W.I. Arrests, Firearms, Fingerprinting and other related law enforcement topics.

Since the new Massachusetts Gun Control Act went into effect, there has been an extremely large amount of applications being processed. The new FID cards will be valid for four years only instead of being indefinite. The fee has gone up from $2.00 to $25.00 which is non-refundable.

The following are the arrests and services performed:

1999

Arrests: 216
Persons held in Protective Custody: 28
Motor Vehicle Violations: 6,692
Parking Violations: 2,164
Juveniles Apprehended: 6
Detective Criminal Cases: 225
Auto Accidents Investigated: 562

Fees Collected: Fiscal 1999

Revolver Permits: $1,810.00
Firearms Identification Cards: $151.00
Police Reports Copied: $1,188.00
Parking Fines: $34,575.00
Court Fines: $20,960.00
Administrative Fees for Details: $12,116.00
Parking Permits: $11,990.00
Civil Infractions: $45,083.00

Motorized Equipment:

1 1999 Ford Sedan
2 1995 Ford Sedans
2 1994 Ford Sedans
2 1993 Ford Sedan
5 1998 Ford Sedan
1 1998 Ford Van (ACO Van)
1 1978 Chevy Van
1 1999 Harley Davidson Motorcycle (Leased)
1 1996 Crime Van
1 1998 Ford Expedition

I would like to thank the Town Meeting Members and especially the citizens of the Town for the support they have shown their Police Department during the past year.

Respectfully submitted,

Edward W. Marchand
Chief of Police

POLICE DEPARTMENT ROSTER

Chief: Edward W. Marchand

Lieutenants:
Robert J. Silva, Executive Officer
N. Kevin Patterson, Lieutenant Detective
Michael P. Cloonan, Lieutenant
Richard W. Robbins, Lieutenant

Sergeant-Detective: Patrick M. O'Brien

Sergeants:
Bruce F. Russell
David M. Stamatis
Francis G. Duclos
Peter C. Garchinsky
Mark J. O'Brien
James W. Cormier

Patrolman-Detectives:
Michael D. Saunders
William A. Pacunas
Robert F. Flynn

Safety Officer: Joseph R. Veno

Armorer: Paul G. Peoples

D.A.R.E. Officer: Leone M. Sullivan

Patrol Officers:

Walter R. Franklin	Larry E. Frederick	Peter R. O'Brien
Robert J. Moreschi	Charles J. Lentini	Michael Lee
Pasquale M. Iapicca	Christopher J. Voegelin	John McKenna
Joseph Belmonte	James P. Collins	Anthony F. Caturello
John T. Kyle	Alan Perkins	Matthew C. Edson
Norman E. Perry	David V. Savio	David J. Clark
Mark D. Segalla	Derek Holmes	Chistopher R. Picco
Thomas Murphy	Michael Nickerson	

ANIMAL CONTROL

Calls Received:	4,805
Complaints	4,000
Uncontrolled Dogs	2,000
Barking Dogs	400
Vicious Dogs	5
Dog Bites	15
Wildlife	2100
Other	0
Information:	
Lost Dogs	800
Found Dogs	740
Injured Dogs	7
Lost Cats	100
Found Cats	35
Abuse Calls	4
Total Number of Dogs Picked Up	
Impounded Dogs Returned	30
Impounded Dogs Placed	7
Impounded Cats	20
Action Taken:	
Verbal Warnings	numerous
Written Warnings	numerous
Citations Issued	300
Unlicensed Dogs	
Unrestrained Dogs	
Court Hearings	numerous
Rabies:	
Wildlife Tested	1
Tested Positive	0
Animal Inspector: Quarantines	57
Informational Talks	5

DEPARTMENT OF PUBLIC WORKS

Director's Comments:

Department personnel were actively involved as members, or liaisons, of many Boards and Committees. We have also assisted other Departments throughout the year on many projects and programs, and have been fortunate to have the cooperation and support of other Departments within the Town.

Three long-term dedicated employees retired in 1999. Connie Leoncello and Gael Desmond, Clerks in the Administration Division, and Robert "Duke" Dalton, Chief Equipment Operator in the Highway Division. Their knowledge, experience and dedication will be missed by the Department and the community.

There continues to be a good cooperative effort on planned and emergency projects by the Divisions within the Department, in particular the development of Wood End Cemetery and Park facilities improvements. Because of this effort, we are able to provide good quality service to other Town government departments and to the general public. It is a pleasure working with the dedicated and devoted staff, and I thank them for their effort.

ADMINISTRATION DIVISION:

The Administration Division supported the Department with procurement administration, water and sewer billing, budget preparation and coordination, departmental personnel and payroll services, accounts payable processing, cemetery administration services and responses to public inquiries and concerns over Public Works areas of responsibility. Continuing concerns included the future health of the Ipswich River Basin as a water supply source, and replacement water storage for the demolished Auburn Street standpipe (the "Rocket").

Department operations were not impacted by Y2K systems problems, principally due to installation of upgraded and compliant water meter reading software. The Parks refurbishment project shifted emphasis to construction of the Symonds Way athletic field. The construction of the new Police Station was supported and the replacement of the Senior Center Roof was initiated. A transition of 50% of the office staff (due to retirements) was accomplished.

CEMETERY DIVISION:

To the Board of Cemetery Trustees

The following is from office records for calendar year 1999.

Interments – 128 Interments for all years – 12,783

Markers set – 57 Foundations – 35 Monuments re-set –17

Sale of Lots:

Forest Glen: 3 lots, no single graves – Total for all years – 2004 lots, 795 single graves.

Charles Lawn: 19 lots, 4 single and veterans graves – Total for all years – 367 lots, 199 single and veterans graves.

Wood End: 18 lots and 6 single graves – Total for all years – 78 lots, 9 single graves.

Development:

Wood End Cemetery – The landscape plan was expanded upon as additional trees and shrubs were planted in the front sections of the cemetery. The wall at the entrance circle was completed along with walkways and planting beds. The irrigation system was expanded onto the front sections.

Cooperation from other divisions of Public Works was outstanding and much appreciated. The Board of Cemetery Trustees has been very supportive of all the numerous programs and goals of this division. I thank them for all their assistance.

Respectfully submitted,
Robert L. Keating, Supervisor

CUSTODIAN OF VETERAN'S GRAVES:

Interments – WWII – 16 Korea – 2 Vietnam – 3 Peacetime - 4

Total of all veteran's interred: 1471

As has been the custom for many years, all veteran's graves were decorated with a flag and a potted flower for Memorial Day.

Respectfully submitted,
Frank Driscoll, Custodian of Soldiers' and Sailors' Graves.

ENGINEERING DIVISION:

The Engineering Division provides engineering services to all Departments within the Town of Reading. The Division is responsible for: Preparation of plans, specifications and estimates for Town construction projects; survey layout, inspection and supervision of Town construction projects; review of subdivision plans for accuracy and conformance with the subdivision rules and regulations; inspection of subdivision construction; administration of the Chapter 90 program; maintenance of all records concerning the subdivision of land, roadway construction and water, sewer and drainage construction, and issuance of various permits.

Construction activity continued at a very high level in 1999. Major construction projects completed during the year included the reconstruction of Walnut Street, reconstruction of the Library parking lot, expansion of the Brande Court parking lot, construction of the Harnden Yard parking lot and the re-opening of the Mineral Street Bridge. Significant progress was made on the reconstruction of Route 129 with the completion of the sidewalks and curb, paving and the planting of some trees. The traffic signals and the remainder of the work are to be completed in the spring of 2000. Construction was begun on the Symonds Way athletic fields. The basic items of this project including irrigation, fencing, infield construction and seeding will be

completed in 2000. Continued survey support was lent to the Cemetery Division for the layout and construction of the Wood End Cemetery. The sidewalk and curb construction program continued with projects completed on Pearl Street, Edgemont Avenue and Stewart Road. Neighborhood Improvement Program projects were initiated on Auburn Street and Union Street with completion scheduled for the spring of 2000.

The Engineering Division issued permits and inspected construction of 39 new connections to the Town sewer system. 102 Street Opening Permits were issued to Boston Gas and other contractors for repairs to underground utilities and construction within Town right-of-ways. Construction inspection was performed on the active subdivisions within Town.

Engineering reviews were performed for the Community Planning and Development Commission and/or the Conservation Commission on several major development projects including the Danvers Savings Bank and the Marriott Assisted Living Center. Numerous other reviews were performed on lesser projects.

Significant progress has been made in the design of upcoming projects. Final design plans have been prepared for the Walkers Brook Drive sewer replacement project, and the Mill and Short Street sewer project. Both of these projects will be constructed in 2000. Design plans are currently being prepared for the West Street Corridor improvements and the Summer Avenue reconstruction. The uncertainty surrounding State funding for roadway projects and the cut in Chapter 90 aid may delay the construction of these projects. The State Project Review Committee has approved the conceptual plans for the Downtown Streetscape Improvements. The Massachusetts Highway Department, however, has yet to approve our waiver request. Without this approval, the project cannot proceed toward final design. Preliminary design work has been completed on the proposed parking lot for the old Police Station. Final design work will be completed in 2000.

HIGHWAY DIVISION:

The normal projects such as street sweeping, ditch cleaning, sidewalk and street maintenance, mixing and sifting of loam and compost, tree lawn replacement, cleaning catch basins and maintaining traffic signs were done as usual. Street sweeping was started March 29, 1999 and finished on May 17, 1999.

SPECIAL PROJECTS:

Placed top coarse of hot top at Wood End Cemetery and three roads at Laurel Hill Cemetery. Placed the top coarse of hot top on Longwood Road Extension and Kelch Road for the Water Department. Overlayed with hot top Echo, Vista, Smith Avenue, Gardner, Ide, Elliot, Thorndike, part of Spring and Oak Ridge Road. Installed the plant boxes for the Downtown Steering Committee. Removed and hot topped the tree grates on the Depot platform. Helped with the backfilling of the oil tank at the Birch Meadow School. Hot topped the front walk at the High School. Loaded and hauled the contaminated soil from Coolidge Middle School and Symonds Way baseball field. Installed conduit for the Town wide fire alarm system from the old Police Station and the new Police Station. Dug and installed the conduits for the 911 and the fiber optic cables at the Police Station. Delivered the curbing for the new Police Station. Repaired the drain line for the Town Hall downspouts. Hauled gravel out of Symonds Way

baseball field and brought sifted loam back in. Graded and paved the new parking lot at the Atlantic Food Mart, and then dug and installed the conduit and lights. Cut and removed the concrete wall for the new sidewalks at the Library. Installed drainage and pulled the wires for the lighted bollards at the Library. Hot topped around the new fuel tanks at the Town Garage. Dug out, graded and put down the binder coarse at Auburn Street. Sponsored and set up for Adopt-A-Family in November and December. Helped set up and move equipment as needed for the New Year's Eve party.

VEHICLE MAINTENANCE:

Servicing and repairs continue throughout the year, handling all divisions plus School Department and Council on Aging. Waste oil recycling is done on a daily basis and on Saturdays. The problem still continues with the parts increasing in price faster than the budget.

SNOW AND ICE:

The Division sanded 21 times and plowed 6 times through the year of 1999. The Division continues to add sidewalks to the plow list on an as needed basis with the input from the schools and the Parking and Transportation Task Force. The Town took delivery of the new Sicard snowblower.

FORESTRY-TREE WARDEN'S REPORT:

Eighty shade trees were removed. These trees were dead or in a dangerous condition as to be a threat to public safety. Two trees were braced for preservation and safety. Forty-five hazardous tree stumps were removed from the tree lawns, parks, schools and playgrounds for public safety. Dead wood and low branches were removed from the public trees as requested or observed. Tree trimming has continued as aggressively as possible but a lack of personnel has continued to hinder this program. Fifty-five trees were planted on private and public property as replacements. The tree nursery on Strout Avenue continues to be a resource for new planting of trees through out the Town.

The Compost Center on Strout Avenue continues to accept brush and leaves from residents. 43,525 cars entered the Compost Center in 1999.

The holiday lighting put up by the tree crew in the Town Square was once again very successful. There were 15,500 colored bulbs installed on the Common.

The Town of Reading was awarded "Tree City USA" for the fourteenth consecutive year by the National Arbor Day Foundation.

Four hundred blue spruce trees were purchased and distributed to all the fifth graders. Thanks to the Reading Rotary Club that has sponsored and assisted in this program to make "Arbor Day 1999" a success in Reading.

A special thanks to all the committees and commissions working toward the preservation of Reading's public shade trees.

PARKS DIVISION:

The Division continues to maintain 64 acres of grassed area throughout the Town, also the facilities within the parks and schools. This includes the renovation as well as continued maintenance of all the ball fields on school or parks grounds. Construction began on the Symonds Way baseball/soccer field. The varsity football field was renovated as well as the Morton Field outfield. The Division maintains sixteen tennis and basketball courts. Along with the sixty-four acres of grass cutting, there is the trash clean-up, trimming and leaf raking at all of the schools. Park benches were installed and dedicated at Washington Park. The Division also maintains eleven ball diamonds, three soccer fields and the varsity and practice football fields. There are also five outdoor ice skating rinks, weather permitting. The Division also assists all Town departments, committees and commissions with tree maintenance and snow and ice removal.

Respectfully submitted,
Robert L. Keating, Supervisor-Tree Warden

WATER DIVISION:

The Water Division installed a total of 16 new water services, replaced 33 old water services, repaired 21 water service leaks, repaired 15 broken water mains, replaced 2 old hydrants, repaired 6 broken hydrants, rebuilt 42 hydrants, reinstalled 1 hydrant at new Police Station, relocated 3 hydrants for the Rte.129 road reconstruction project, a total of approx. 1400' of new water mains and 2 new hydrants were added to the distribution system, replaced 11 old water services from the main to the property line for Chapter 90 road projects, conducted water main flushing in northern ½ of Town, all drinking fountains and Town irrigation systems turned on in Spring and turned off and winterized in Fall, 2 seasonal laborers painted and lubricated hydrants over ½ of Town, completed annual water inventory, loam and seed on all water jobs, checked and maintained 2 water booster stations daily, lowered and raised water gate boxes for construction jobs, conducted a leak detection survey, installed a new chain link fence at the Auburn Street Elevated Tank site, assisted Highway Department during snow plowing operations, removed snow from business district and schools, shoveled snow from hydrants.

The 106-year-old Auburn Street Standpipe "The Rocket " has been taken down.

METER ROOM:

An updated meter reading system was implemented in August. The regular quarterly water meter reading cycle was supported, 568 work orders were received and completed. 3 meters were removed, 50 outside receptacles were repaired, 2 meters were reset, meters tested correct 9, meters tested incorrect 7.

SEWER DIVISION:

Division personnel checked and maintained 12 lift stations daily, cleaned approximately 1/4 of the sanitary sewer main system, cleaned and maintained the grounds, cutting grass, trimmed bushes etc., around the sewer stations and completed work orders re: leaks, broken gates etc., exercised emergency generator weekly, completed the annual sewer inventory.

WATER TREATMENT PLANT:

A total of 747,585,000 gallons of water was delivered to the distribution system in 1999.

The highest single days consumption was 3,597,000 gallons on June 27, 1999, and the highest weeks consumption was for the period June 20th to June 26, 1999, an amount of 23,164,000 gallons. The month of June was the highest months consumption of record with an amount of 91,894,000 gallons.

Average daily pumpage was 2,048,178 gallons.

Monitoring and testing efforts continued at the gasoline spill site on Route 93 and at the production wells.

Again, for the 10th consecutive year, the Plant received a Certificate of Recognition from the Department of Public Health for Outstanding Efforts in Providing Community Water Fluoridation.

The operation of the residuals handling tank allowed the Treatment Plant to recycle 27.4 million gallons of water.

The Town received verbal approval for lead and copper reduced monitoring to once every 3 years as the regulations allow.

The first annual drinking water report was mailed to all customers in October. The Department also received a small systems second place award from the New England Water Works Association for its report.

Contracts Awarded:

Well Buildings Roof Replacement
Town Forest and #15 Wells Cleaning and Redeveloping
Well 82-20 Underground High Voltage Electrical Cable Replacement

1999 PUMPING RECORDS

Month	Pumpage	Days	Average Day
January	58,173,000	31	1,876,548
February	52,500,000	28	1,875,000
March	57,995,000	31	1,870,806
April	61,210,000	30	2,040,333
May	71,085,000	31	2,293,065
June	91,894,000	30	3,063,133
July	74,032,000	31	2,388,129
August	69,399,000	31	2,238,677
September	58,619,000	30	1,953,967
October	52,554,000	31	1,695,290
November	48,932,000	30	1,631,067
December	51,192,000	31	1,651,355
TOTAL	**747,585,000**	**365**	**2,048,178**

1999 RAINFALL RECORDS

Month	Rainfall Inches	Accumulated Total Inches	Normal Inches
January	6.14	6.14	3.85
February	4.53	10.67	3.80
March	3.18	13.85	4.05
April	.59	14.44	4.03
May	2.95	17.39	3.78
June	.58	17.97	3.51
July	2.70	20.67	3.22
August	1.48	22.15	3.51
September	8.74	30.89	3.45
October	4.44	35.33	3.96
November	2.26	37.59	4.91
December	2.04	39.63	4.57
TOTALS	**39.63**	**39.63**	**46.64**

Total rainfall in 1999 was 39.63" which is 7.01" below normal.

READING PUBLIC SCHOOLS

Harry K. Harutunian, Ph. D.
Superintendent

Dennis A. Richards
Associate Superintendent

SCHOOL DEPARTMENT

This report represents the activities, accomplishments and events of note that occurred in the Reading Public Schools during the 1999 calendar year.

1999 was a year of leadership change in the Reading Public Schools.

- Tom Stohlman retired after six years on the committee and was replaced by James Keigley.
- Harvey (Pete) Dahl was elected Chair of the Reading School Committee for the 1999-2000 school year.
- Roberta D'Antona accepted the position of Vice Chair of the Reading School Committee.
- Dr. Valerie Ardi resigned her position as Special Education Director, and Kevin Moran became Interim Special Education Director.
- Richard Barrett became our new Director of Facilities replacing Jeff Griffin who resigned his position.
- Phil Vaccaro, Reading's Athletic Director, assumed an additional role as Coordinator of Extracurricular Activities.
- Reading resident Gary Hart was appointed as the new Assistant Principal at Coolidge Middle School.
- Andrea Bruno, formerly a teacher at Coolidge Middle School, is the new Middle School Instructional Specialist for Mathematics and Science. Andrea replaced Rick Comeau who resigned his position.
- Ann Harney became our new Elementary Science Instructional Specialist, and Walter Huston became our new Elementary History/Social Studies Instructional Specialist. They joined Mary Beth Banios, our Elementary English Language Arts Instructional Specialist and Chris Redford, our Elementary Mathematics Instructional Specialist.

Events of note that occurred in 1999.

- You are invited to visit the Reading Public Schools' website, reading.k12.ma.us, which went online in 1999.
- In November 1999, Town Meeting voted to approve construction of a new elementary school on land near Dividence Road. This issue will be going to a referendum election in January, 2000.

- During 1999, the renovation and additions to the Arthur W. Coolidge Middle School continued at a rapid pace with completion expected in January, 2000.
- Plans for a future renovation of Reading Memorial High School continued to move forward. Updated architectural plans were presented to the Reading School Committee and various plans were accepted or rejected. The School Building Committee will be responsible for studying these plans in detail and moving renovation plans forward in 2000.
- Newly adopted Reading Memorial High School graduation requirements include the following: 4 years English, 3 years Math, 3 years Science*, 3 years Social Studies, 2 years Foreign Language*, 3 years Physical Education, 1 year Fine Arts*, 1 year Practical Art*, 1 semester Health, a total of 90 credits*, and successful completion of the MCAS.
  Note: Those departments with an * have increased their requirements.
- The class of 1999 enjoyed a banner year in the post graduate placement process. A breakdown of their post graduate plans is 76% - 4 year Colleges and Universities, 6% - 2 year Colleges, 2% - Prep Schools, 4% - Technical Schools, 7% - Work, 5% - Armed Services.
- New high school clubs (Science Fiction, Film Study, Meteorology and French) have been started at the high school to meet student interest. Nearly 75 additional students are using their after school hours to meet in these new clubs.
- At the middle schools, a greater emphasis is being placed on team functioning, whole grade teams, improved communication with parents, redesigning the schedule to improve inter-disciplinary/ integrated learning and strengthening the exploratory program.
- Coolidge Middle School teachers spent over 1,500 hours this summer on professional development and curriculum development activities. Some of the training activities included inquiry-based science teaching (FAST 2), University of Chicago Everyday Math Program and the Connected Math Project. Curriculum development activities included Interdisciplinary development in Language Arts and Social Studies, World Language, Fine Arts and Technology Education.
- Coolidge Middle School established a leadership committee composed of team leaders from all areas to improve the communication and decision making throughout the building. A Blue Ribbon School Improvement Committee was also established to continue to help Coolidge become an exemplary middle school.
- The Parker Middle School Council met regularly during 1999, and developed the annual school improvement plan that they are working on accomplishing in 1999-2000. The goals established by the council include improved communication with parents, improved policies and practices related to homework, more coordinated effort on skill mastery, and further implementation of technology into the curriculum. A review in December, 1999 indicates that good progress is being made on each goal.

- This is Dr. John Delaney's final year as Principal at Parker Middle School, thus it is also his last contribution to the Town report. He will be retiring at the end of the 1999-2000 school year.
- In 1999, the four elementary schools began piloting two different English Language Arts Programs. These programs are comprehensive in scope, utilizing not only the best children's literature of the day but also a multimedia component and the latest advancements in the use of technology for the teaching of reading.
- In prior years, children could enter school if they turned five by December 31st. As of September 1999, children needed to be five by August 31st to enter kindergarten.
- Kindergarten students attended Barrows this year from Birch Meadow, Killam and the Barrows districts. In the earlier part of 1999, there were eight sections of kindergarten students. In the Fall, the classes dropped to seven.
- *Read Across America* was the theme that prevailed throughout Barrows during the month of March. The school participated in this nationwide program which encouraged children to read, read, read.
- Through the hard work of the Barrows' PTO, family nights were instituted this past year. Dances, costume parties, bingo, craft fairs and a spelling bee brought together staff and families in a fun filled atmosphere.
- The Birch Meadow Publishing House is currently celebrating its tenth year of publishing books that are written and illustrated by our students. To their credit, Birch Meadow students over the years have published over eight thousand books.
- In May 1999, Birch Meadow staff planned and hosted an end of the year Family Math and Science Night. Its goal was to bring parents and students together as a family through the vehicle of Math and Science. It was a very successful night with over ninety percent attendance for both parents and students.
- A year to celebrate! Nineteen hundred ninety-nine marks the 50th birthday of the Joshua Eaton School. We started the year off this Fall with a family picnic to begin a year of celebration.
- The Joshua Eaton Elementary School has taken on a number of community outreach efforts this year. They participated in the "Coats for Kids" Program where the school, under the organization of the student council, collected coats for needy families.
- Joshua Eaton celebrated Veterans' Day this Fall with a beautiful assembly honoring the men and women who served our country in the military. This event kicked off our "Pennies for Veterans" collection that will run through Memorial Day. All donations will be sent to a Veterans' Hospital.

- Killam's Enrichment Committee chose *The 1900's: A Century of Change* as their theme for the year. A wide range of offerings in the science, social studies and arts areas were sponsored, many of which focused on the changes that occurred within the last one hundred years.
- The World of Wonder (WOW) Science Center Committee continued to expand the lending library available to teachers. They continued to maintain and upgrade the area that serves as Killam's outdoor science and nature courtyard.
- K.O.A.L.A., Killam's after school program, continued to expand its student offerings. This year, courses in foreign languages, sports, arts and crafts were available along with two new courses. Additionally, members of the High School Drama Club presented an eight-week class culminating in a student performance at the end of the session.

Reading School Committee
Harvey J. Dahl, Chairman

Significant Progress:

During 1999, the Reading School Committee made significant progress in several critical areas. The problems before the Committee included restructuring high school graduation requirements, adequately funding the needs of an increasing school population, implementing the first Strategic Plan, and finally attempting once again to solve Reading's ever present elementary enrollment problem. Other issues that faced the committee during the year included the opening of the rebuilt Coolidge Middle School, settling a labor contract with the Reading Teachers' Association, and dealing with a high school badly in need of extensive renovations.

Leadership:

The Reading School Committee saw a change in leadership during 1999. Tom Stohlman retired after six years on the committee and was replaced by James Keigley. Tom's mastery of the details and his unique philosophy will be missed in Reading. Mr. Keigley, the former Chair of the Reading Finance Committee, is no newcomer to local political and educational issues, and wasted no time in making meaningful contributions to Committee discussions. Harvey (Pete) Dahl was elected Chair of the School Committee for the 1999-2000 school year with Roberta D'Antona accepting the position of Vice Chair.

Enrollment Issues:

Perhaps no other issue has dominated the Reading School Committee in decades as the current kindergarten through grade 5 enrollment crisis. 1999 began with an election to challenge the vote of Town Meeting to build a new elementary school at the Dividence Road site and renovate the aging Barrows Elementary School. In the Fall of 1998, Town Meeting voted overwhelmingly to build the new school and renovate the Barrows School. This vote was challenged by way of a petition drive to "recall" the vote of Town Meeting as allowed in Reading's Charter. The final results of the election were mixed in that the electorate rejected the new school initiative but approved a $6,000,000 renovation to Barrows.

This was approved in spite of assurances from the Massachusetts Department of Education's School Building Assistance (SBA) that the Barrows renovation alone would not qualify for 66% reimbursement since it would not solve our elementary enrollment problem. This left the Reading School Committee with a major problem. The Town could spend $6,000,000 for Barrows with no State assistance or go back to Town Meeting one more time to try and approve a solution that includes a new school. This would solve the enrollment problem, be reimbursable by the State and in the end, costs less than the one project approved by the voters. The School Committee felt that to be economically viable any project had to be reimbursable by the SBAB. In November, Town Meeting voted overwhelmingly to approve the new school at the Dividence Road site and once again, this has been challenged with a referendum election scheduled in January of 2000.

School Construction Projects:

During 1999, the renovation and additions to the Arthur W. Coolidge Middle School continued at a rapid pace. While the construction schedule was aggressive, the school opened only one day late. Construction to the interior continued throughout the Fall of 1999, with early January of 2000 as an expected completion date. Students, faculty and Reading citizens all marveled at the transformation. We ended 1999 with Coolidge Middle School as a state of the art educational facility.

While attention was centered on the project at Coolidge, the plans for a future renovation of Reading Memorial High School continued to move forward. Updated architectural plans were presented to the Reading School Committee and various plans were accepted or rejected. Among the plans rejected by the School Committee was a brand new facility and a minor facelift that may not be reimbursable.

The plans that included major renovations and additions to the high school were formally handed over to the Reading School Building Committee. The School Building Committee will be responsible for studying these plans in detail and moving renovation plans forward in 2000.

Budget:

The annual budget for the Reading Public Schools is a major undertaking that dominates the Committee's agenda for the first four months of the year and in 1999 lasted well into the Summer. The School Committee continues to work at increasing the resources available for our teachers and staff and in the Spring, Town Meeting approved a School Department budget of $24,524,308. This figure was increased at the Subsequent Town Meeting by $100,000 for a total fiscal year 2000 budget of $24,624,308. This figure excludes budgeted amounts for the Northeast Vocational School and maintenance to the municipal buildings. Increases in the budget continue to be fueled by increases in enrollments, State mandates and the ever increasing cost of special education.

One part of the budget that is critical to the School Committee is the Capital Plan. This plan lays out the capital expenditures for the Town for the next ten years. This document continues to include the construction of a new elementary school, renovations to both Barrows and Killam elementary schools, and the future renovation of the high school.

Of all the projects the School Committee put into the Capital Plan, only the high school requires a Proposition 2 ½ override. All other projects can be funded through the annual budget as long as Town Meeting continues to allocate 6.5% of the operating expenses towards the Capital Plan. This dedication to the Capital Plan has allowed the Town of Reading to accomplish a variety of difficult projects without the need for an override.

Curriculum Initiatives:

During the past three years, the School Committee has provided funding for the curriculum initiatives. The purpose of this funding is to continue the process of aligning the curriculum of the Reading Schools to the Massachusetts Curriculum Frameworks, and has become one of the most exciting projects for the academic faculty. One goal of this ambitious program is to restructure the scope and sequence of the curriculum of the Reading Public Schools to achieve a consistency across all the schools in Town. This is guided by the Associate Superintendent, and a committee composed of representatives from administration, elementary level, middle school level and the high school. The respective curriculum committees have presented their progress biannually to the Reading School Committee.

Massachusetts Comprehensive Assessment System (MCAS:)

Every School Committee in the Commonwealth is spending an inordinate amount of time focusing on the results of the MCAS Tests. As part of the review of the results for the Reading Schools, the School Committee made it clear that the committee would rather focus on teaching and learning than the results of the test. The Committee has been pleased with the progress Reading students are making on the difficult test, and continue to support efforts to update the curriculum where indicated.

Security:

Perhaps no other event could affect a school system as the events that unfolded in April at Columbine High School in Colorado, where 12 students and one teacher were murdered by two students who committed suicide after a shooting rampage. This has led the School Committee and the Superintendent to begin the development of a security plan for each school, and purchase better communication tools to try to prevent that type of tragedy from happening in Reading. In the Fall of 1999, the Superintendent and the Police and Fire Departments presented the School Committee with the first stage of a mutually developed school security plan. The School Committee was encouraged to see such a degree of collaboration on the part of the different municipal departments.

Reading Memorial High School
Principal Frank J. Orlando

New Graduation Requirements:

We are grateful to the School Committee and Town for their support of a new and more rigorous set of graduation requirements for the class of 2003. Input into these requirements was a K-12 process with ideas and commentary included from every segment of our school community.

These requirements include the following: 4 years English, 3 years Math, 3 years Science*, 3 years Social Studies, 2 years Foreign Language*, 3 years Physical Education, 1 year Fine Arts*, 1 year Practical Art*, 1 semester Health, a total of 90 credits*, and successful completion of the MCAS. **Note:** Those departments with an * have increased their requirements. These requirements will prepare our students for the rigor they will experience when they enter college or the work force.

Class of 1999:

The class of 1999 enjoyed a banner year in the post graduate placement process. A breakdown of their post graduate plans is: 76% - 4 year Colleges and Universities, 6% - 2 year Colleges, 2% - Prep Schools, 4% - Technical Schools, 7% - Work, 5% - Armed Services.

Curriculum Development:

The high school has continued its work to improve, revise and update our curriculum. The effort is motivated by a need to stay current with State and local curriculum frameworks as well as the standards set forth in the MCAS testing program. New texts and equipment have been implemented in Math, English, Science and Social Studies. Our ninth grade Social Studies course has been revised to focus on the first of two years of World History. MCAS remediation courses and short term review units are being prepared. All Math courses now include daily references to and questions from our most recent MCAS tests. These changes are just a few of the curriculum projects that have been undertaken to improve our students' ability to be successful in their post graduate studies and on State testing.

Extra and Co-Curricular Developments:

There are many extra and co-curricular activities that the high school supports. Our Math team continues to be a "force" in competitive events. New clubs (Science Fiction, Film Study, Meteorology and French) have been started to meet student interest. Nearly 75 additional students are using their after school hours to meet in these new clubs.

Mr. Vaccaro has managed his transition to Student Activities Director in an outstanding manner. With his cooperation, all aspects of our student activities programming have been maintained or expanded. He has maintained our swim team through a cooperative team effort. He is starting a girls' hockey team. All of this has been accomplished while maintaining our traditional athletic programs. Band and Drama continue to be programs of excellence at the school. On an annual basis, both programs vie for State Championships. However, what is most important is that the band numbers 130+ student musicians and the drama program includes a like number of students. The good news is that during any given season, more than 50% of our students participate in a sport, club or activity.

MCAS Testing:

The faculty at the high school was very pleased with our standing within the State (16th) based on the 1998 test results. However, we know that there is room for improvement. Therefore, the staff has spent the time designated for in-service to analyze each question and student response patterns in comparison to each student's program of studies.

As a result, course revisions have occurred in English, Math, Social Studies and Science. Remedial programs and mini-courses are in development. All with the ultimate goal that there will be steady improvement in our students' ability to pass the State standard.

Parental and Community Outreach:

Regular mailings of our PTO newsletter the "High Flyer" are used to keep parents informed so that they can continue to participate in the School to Work Days, School Council, PTO Meetings, etc. Progressive dinners for ninth grade parents, PTO Sporting Good Sales, drama productions, Back to School Nights (nearly 1000 parents attended), and our Parent Teacher Conference Day (1300 appointments) are a few of our parent outreach efforts. The Principal has been a guest speaker at the elementary and middle school PTO Meetings as well as the Chamber of Commerce and Council on Aging as part of the school council's communication goal.

A.W. Coolidge Middle School
Principal John Doherty

A New Assistant Principal:

Reading resident Gary Hart was appointed as the new Assistant Principal at Coolidge in July, 1999. Gary is a former Language Arts teacher and Language Arts Curriculum Coordinator for the Melrose School System. Gary's background as a leader in curriculum will be a major benefit to Coolidge and the Reading School System.

A Year of Construction:

The Coolidge Building Project Addition and Renovation continued throughout the 1999 calendar year. When completed in December 1999, Coolidge Middle School will have an additional 12 classrooms, new/renovated core facilities for physical education, art, music, technology education, computer and library-media, new science facilities, an expanded cafetorium, a multi-purpose room and adequate storage and meeting facilities. The school will also have a state of the art technology infrastructure to enhance curriculum and instruction.

School Improvement Plan:

The Coolidge Middle School Council, with input from the PTO, staff and community, has emphasized the following areas to focus on for the 1999-00 school year: Facilities and Equipment for Effective Learning, Meeting Diverse Learning Needs, Integration of Technology into the Classroom, Continuous School Improvement/Blue Ribbon School of Excellence, and Professional Development and Allocation of Professional Development Funds. These goals are consistent with the School Committee goals and the goals established by the Strategic Planning Committee.

Curriculum and Instruction:

Coolidge teachers spent over 1500 hours this Summer on professional development and curriculum development activities. Some of the training activities included inquiry-based science teaching (FAST 2), University of Chicago Everyday Math Program and the Connected Math Project. Curriculum development activities included Interdisciplinary Development in Language Arts and Social Studies, World Language, Fine Arts and Technology Education.

This year, an exploratory foreign language course will be introduced in the sixth grade. The course, which will meet two days on a six-day cycle, will introduce language and cultural concepts in Latin, French and Spanish. Our seventh grade math program will change with the addition of Algebra I to those students that are ready to begin in the second semester of their seventh grade year. Middle School Science is becoming more inquiry-based and hands-on as students learn topics in more depth. The Language Arts curriculum is also becoming more inquiry oriented with the addition of the Junior Great Books Program. In addition, a required Summer reading list was added in all three grades. Social Studies is beginning the process of examining their curriculum with the State frameworks, and will begin to make recommendations to align their curriculum.

In addition to the core curriculum, our academic and exploratory eighth grade elective program continues to be refined. These classes include Genetics, Tales of Wonder, Passport to the World, the Civil War, Drama and Dulcimer. These courses have given eighth grade students more academic and exploratory enrichment experiences as they prepare for high school and the MCAS exam.

A Greater Emphasis on Middle School Teams:

The joint middle school restructuring committee has designed a plan to continue to improve our middle schools. Greater emphasis is being placed on team functioning, whole grade teams, improved communication with parents, redesigning the schedule to improve interdisciplinary/integrated learning, and strengthening the exploratory program. A leadership team, composed of team leaders from all areas, has been established to improve the communication and decision making throughout the building. In addition, a blue ribbon school improvement committee has been established to continue to implement ways to help Coolidge become an exemplary middle school. This committee is composed of teachers, administration, and committee members and has already gathered input from students, teachers, and parents, via surveys on how to accomplish this task.

Communication and Parental Involvement:

The Coolidge Ledger, a monthly newsletter published and written by teachers and students, highlights the accomplishments and informs the community of upcoming events. The Homework Hotline phone number (942-9157) is available everyday after 3:00 p.m. for parents to check their son/daughter's homework assignments for the evening. Progress reports, report cards, and team meetings are other avenues for parents to stay current with their child's progress. The Principal holds neighborhood coffees on a regular basis to discuss school issues.

Parents are involved at Coolidge in a variety of ways. Volunteers help in the library-media center, in the main office, on field trips, various PTO activities, the School Wide Science Olympiad, the annual school play, and other school activities. Our PTO meetings (first Tuesday of every month) are well attended and our school council is very involved in vision and direction of the school.

Enrichment Opportunities for Teachers and Students:

Students are given the right to take risks and explore avenues of learning. All of our students are involved in the Geography Bee, Spelling Bee, Continental Math League and School Wide Science Olympiad Day Activities. Tryouts are held for the Science Olympiad team, the Math team and the Annual Play. Students may elect to participate in the band, chorus or National History Day Competition. Last year, Coolidge students published the "Coolidge Constellation," a collection of student literary work.

Students participate in several out of school learning experiences such as the Boston International Festival, Prindle Pond Environmental Camp, Washington D.C., Montreal and Quebec, Museum of Science, Museum of Fine Arts, Sturbridge Village, Boston Repertory Theatre, Boston Symphony Orchestra and other educational trips. On several occasions, students have performed community service for the elderly, the less fortunate and elementary students. In addition, our Coolidge PTO is offering an after-school program that contains classes such as Tae-Bo, Magic Cards, Peer Leaders, Yearbook, Homework Hangout, Ceramics and Intramural Gym.

Our teachers are involved in several professional organizations. We are affiliated with Grand Valley State University, UMass Lowell, Northeastern University, Salem State College, Tufts University and Harvard University for specific projects and staff initiatives.

Future Direction:

Coolidge will continue to implement the goals and recommendations charged by the Blue Ribbon School of Excellence Committee and the Coolidge Middle School Council. With the completion of a new and renovated state of the art facility, Coolidge will have the tools and educational space necessary to be a fully functional middle school. We look forward to the new facility as we continue to provide challenging and quality learning experiences for Reading's children.

Walter S. Parker Middle School
Principal Dr. Jack Delaney

A World of Difference:

It is hard to believe that we have completed three years of occupancy at our new facility, and we continue to marvel at the remarkable improvements in our ability to serve students. Anyone ever questioning the impact that a superior building can make on education would do well to speak with members of the Parker staff who have been here a few years. Students and staff continue to display great respect for the school and are taking increased advantage of the technology.

To gain a taste of the changes, you are invited to visit the school's website: reading.k12.ma.us and then click on Parker. Lots of superb educational activities are going on daily and we are most pleased with the results.

Restructuring Update:

As noted last year, both middle schools have implemented a series of changes as a result of a study conducted by a staff and parent committee. This restructuring effort has resulted in much improved functioning on the part of our teams, improved schedules for students and staff, clarification of policies and better communication with our parent communities. We continue to be very pleased with the results, and will be working again this year at improving our school.

Curriculum Changes:

A lot of work has been going on relative to improving our program, and that work will continue over the next few years. We have nearly completed major initiatives in Math and Science and are now turning our focus to English and Social Studies. To those ends, middle school staff members have been involved on the town-wide committees, and have invested many hours examining our programs and planning changes. In particular, we expect to make a number of changes in our Social Studies Program over the next two years as we seek to coordinate better with both elementary and high school offerings. Our instructional specialists play key roles in this work and have proven to be a great asset. Speaking of instructional specialists, Andrea Bruno, formerly a teacher at Coolidge, is the new instructional specialist for Math and Science.

This year, an introduction to the study of foreign languages has been added to the sixth grade course of study. Currently, students are scheduled for this course twice every six days and we expect to see further expansion next year.

MCAS Information:

While the results of the first round of MCAS testing proved to be relatively positive for our students, staff members have continued to analyze the results and provide instruction designed to assist students in doing better each year. As you may have read in various publications, many parents and educators have some concerns about the amount of time required for the testing, and some of the tensions schools feel in trying to deliver regular curriculum and prepare for the tests. There are also some concerns that there will be less time for some desired learning activities at the schools due to the tests. Regardless, we recognize the importance attached to the tests, and will continue to do all we can to assist students in meeting the desired standards. It will be important to have two or three years of results in order to study patterns and make thoughtful changes where necessary.

School Council:

The School Council met regularly during the past year, and has developed the annual School Improvement Plan that we are working on accomplishing this year. The goals established by the council include: improved communication with parents, improved policies and practices related to homework, more coordinated effort on skill mastery, and further implementation of technology into the curriculum. A review at this point indicates that good progress is being made on each goal.

Parent and Student Initiatives:

Once again, we wish to publicly thank the many Parker parents who contribute so much to the school. Volunteerism is at an all-time high, and the PTO constantly seeks new ways to support our efforts at the school. Resources are made available that add greatly to the experiences of students. Teachers find parents to be a great source of support in carrying out activities outside of the normal curriculum. In addition, the PTO has been very interested in funding professional development activities. All in all, we have a much richer school because of the efforts of our parents.

Students are regularly involved in community service. In particular, the school's Peer Leader Group and the members of the Student Council are worthy of recognition for their work on behalf of the school and various segments of the community. From raking leaves for the elderly to supporting worthy causes, our students are active in providing assistance to others.

Special Recognition:

Last year, I noted the contributions made by staff members in the arts, physical education and technology. I'd like to continue that practice by saluting some people who are also very worthy of public appreciation. We are fortunate in having superb staff members in both special education and guidance. Among the hardest working people I've encountered, this group of people is very highly regarded within the school and with parents. No effort is spared in trying to see that middle school is both successful and enjoyable for all youngsters, no matter how significant the challenges. Extremely competent, our special education and guidance staff are major players in the school and wonderful colleagues. We are very fortunate to have them.

And Finally:

As some of you may have heard, this is my final year as principal at Parker thus it is also my last contribution to the Town Report. I plan on retiring at the end of the school year. More will be said later on in the year but I wish to take this opportunity to thank the countless people over the years who have made working in Reading such a positive experience. So many times, I've told colleagues of my good fortune in having the degree of support I've received from this community. It has been a wonderful opportunity for me and I could not imagine a better place to work. My memories are rich and the many friendships that have been established are treasured. Thank you to you all.

Alice M. Barrows Elementary School
Principal Karen J. Callan

Kindergarten Highlights:

Kindergarten students attended Barrows this year from Birch Meadow, Killam and the Barrows districts. In the earlier part of 1999, there were eight sections of kindergarten students. In the Fall, the classes dropped to seven. This drop was due to the fact that Reading made a significant change in the entrance age for kindergarten students in the Fall of 1999. In prior years, children could enter school if they turned five by December 31st. As of September 1999, children needed to be five by August 31st to enter kindergarten.

This change gave us a population that was born between January and July 1994, therefore reducing our overall enrollment. In subsequent years, we will be back looking at a twelve-month enrollment.

Reading Incentives:

"Read Across America" was the theme that prevailed throughout Barrows during the month of March. The school participated in this nationwide program which encouraged children to read, read, read. One of the fifth grade classes produced a commercial video that was aired on cable television to motivate families to participate in the program. Guest readers visited the classroom on March 2nd to read to the children.

Developmental Learning Center:

The system wide inclusion program broadened this year to encompass kindergarten through third grade. A second teacher was hired and additional educational aide support was put in place. This growing inclusion program emphasizes the philosophy that although people learn in different ways friendships are the true bonds that hold us all together.

Family Nights:

Through the hard work of the Barrows' PTO, family nights were instituted this past year. Dances, costume parties, bingo, craft fairs and a spelling bee brought together staff and families in a fun filled atmosphere. Grade level involvement helped the events run smoothly. The support of the Barrows' PTO filtered throughout the school on an academic level as well as a social one.

Millennium Projects:

The approaching date of January 1, 2000 alerted the staff and students to start thinking about ways that we could become involved in the millennium. The first project was "Read Today for Y2K" -- this reading incentive program encouraged families to read daily. Upon completion of books, families posted their name on the large Y2K in the hallway.

A second incentive occurred on December 10th. Each staff, student and family member read for 2000 seconds, proving how important reading is in our daily lives. Finally, the Barrows' community participated in the Townwide Millennium Celebration by creating pictures of important events of the 1980's. Toys, sports figures, entertainers and Presidents graced the 1980's venue with the help of the Barrows' students.

Birch Meadow Elementary School
Principal Richard E. Davidson

It is with pleasure that I take this opportunity to tell you, the Reading Community, about the many exciting and important learning experiences that are available to all children here at Birch Meadow School. I urge members of the community to feel free to visit Birch Meadow school and talk with parents, staff and administration.

Curriculum:

As a school and as a district, we are excited about the district's continuing curriculum enhancements. This year, Birch Meadow is piloting two different English Language Arts programs at the first and fourth grade levels. These programs are comprehensive in scope, utilizing not only the best children's literature of the day but also a multimedia component, and the latest advancements in the use of technology for the teaching of reading. These programs are also being piloted at the other elementary schools in the district, and the plan is to recommend one of the two programs for adoption for next year. Our school is also piloting new science kits from Science and Technology for Children (STC) and Foss at the kindergarten level. We expect to adopt the third and final Earth Science strand for the start of next year. These programs emphasize hands on experiences and inquiry based learning.

Unique to Birch Meadow, our Birch Meadow Publishing House is currently celebrating its tenth year of publishing books that are written and illustrated by our students. The students over the years have published over eight thousand books. Our annual celebration of student writing through our Young Authors' Days continues to be a favorite event of students, staff and parents at Birch Meadow.

Instructional Specialists:

This year, we have the advantage of having four Instructional Specialists available to support new teachers and veteran staff as they implement the Language Arts, Math, Science and Social Studies curricula. These professionals work very closely with new teachers to present model lessons and to assist them in matching the new curriculum to the mandated State frameworks. Each is a former classroom teacher who has specialized in their particular area of curriculum.

Science Center:

Last Spring, a team of staff, parents and community members combined skills, knowledge and energy to complete our first phase of the school's new Science Center. Over the course of last Winter, our joint committee met many times to develop a cohesive plan that matched curriculum to plantings in the Center. In the Spring, the committee along with construction specialists removed the hard top from a portion of the courtyard area and built two of several planting beds. This Fall, the committee met and unanimously agreed to move forward with phase two of the project. By the end of the school year, we will build at least three more planting beds along with a weather station and possibly a fountain. Our committee also received a $1,500 grant from the Mass. Agricultural Society to support the project. We expect the third and final phase to be completed in 2000-01.

Technology:

As a school, we continue to be excited about the use of technology as a tool for instruction. This year, we have received an anonymous donation of $2,000 for technology. The money will be used to build a "mini lab" of computers in the Media Center that can be used for both classroom research and project based research. Our goal this year is to be able to establish an internal email communication system that will help us to better utilize the local area network that was put in place last year.

Family Math and Science Night:

In May, our staff planned and hosted an end of the year Family Math and Science Night. The goal was to bring parents and students together as a family through the vehicle of Math and Science. It was a very successful night with over ninety percent attendance for both parents and students.

Three Year School Improvement Plan:

Last Spring, our School Council completed an in-depth assessment gathering information from parents, staff, students and community. As a result, we developed for the first time, a three-year school improvement plan. This longer period of implementation gives us greater opportunity to discuss and monitor the action steps of the plan. This is the first time we have developed a plan for a three-year period, and already can feel a pace that allows for much more discussion and exchange of ideas.

After School Activities Program (ASAP):

At Birch Meadow, our school is now in its fifth year of offering after school enrichment programs for students. Courses are offered in six-week periods and range from computers, to drama, to science, to karate, to chess, to several experiences in the arts.

Parent Involvement:

One of the major strengths of Birch Meadow continues to be it extremely high level of parent involvement and support. The PTO is an outstanding organization which contributes to the quality of life in so many ways here at Birch Meadow. While they do raise significant funds for enrichment programs, field trips, library enhancement, to name a few, they also enhance our instructional program by their involvement in their children's classrooms, and by volunteering to be a part of our School Council. They readily help on committees and offer support to teachers whenever the need arises.

Student Council:

The 4th and 5th grade Student Council organized their tenth annual Senior Citizen Luncheon last December to the delight and enjoyment of over fifty guests. Mr. Mosier, our Music Specialist, and over two hundred students also enjoyed a holiday sing-a-long after the usual delicious turkey fricassee lunch. Desserts prepared by our many parent volunteers added to the festive holiday atmosphere. Our civic-minded council also sponsored a coat drive for the more needy residents of the Greater Boston Area and organized our annual Globe Santa collection.

Open Invitation:

Again, I would like to extend an open invitation to members of the Reading community to visit our school. Our Library Media Center continues to be a great place to volunteer and work with children. Please feel free to call Principal, Richard Davidson at 944-2335, with any questions, comments or to arrange a visit. Thank you for your continued support.

Joshua Eaton Elementary School
Principal Lisa M. Pittella

A year to celebrate! This year marks the 50th birthday of the Joshua Eaton School. We started the year off this Fall with a family picnic to begin a year of celebration. Other happenings this year include each class working on a special "Then and Now" project to be displayed at the Townwide Millennium Party on December 31, 1999, where classes will compare and contrast aspects of life in 1949 to 1999.

We are also working on the creation of a time capsule to be stored away for future students to learn about our present day trends and ways of life. We will also be creating a curriculum quilt to be prominently displayed at Joshua Eaton. Each classroom will be responsible for a square of the quilt. This year proves to be an exciting journey as we continue to celebrate our school's 50th birthday.

Community Outreach:

The Joshua Eaton School has taken on a number of community outreach efforts this year. We participated in the "Coats for Kids" Program where the school, under the organization of the student council, collected coats for needy families. The student council also sponsors our "Senior Tea" event each Spring, and organizes the creation of holiday greeting cards for elders and veterans. Many classrooms participate in creating cards throughout the year.

We celebrated Veterans' Day this Fall with a beautiful assembly honoring the men and women who served our country in the military. This event kicked off our "Pennies for Veterans" collection that will run through Memorial Day. All donations will be sent to a Veterans' Hospital.

In addition to these events, some of our fifth grade students will be reading to elders in nursing homes within our community. Our PTO each year organizes a collection of food items for Thanksgiving baskets to be given to needy families in Town. We hope to instill the value of community service within the youngsters at Joshua Eaton by immersing them in these efforts.

Diversity Day:

Our school celebrated "Diversity Day" by learning about many different cultures last March. A team of teachers and parents organized this wonderful event for the students of Joshua Eaton. Students were exposed to art, music, dance, food, dress, games and traditions of many different cultures presented by family members and friends. It was a very enriching experience for all involved.

Curriculum Initiatives:

This year, some classrooms within each of the elementary schools are piloting language arts materials. The piloting teachers have undergone extensive staff development in order to successfully implement the materials. We are fortunate at Joshua Eaton to have four classrooms piloting materials this year. Our staff as a whole will benefit from the experiences of our piloting teachers.

Throughout this year, the staff at Joshua Eaton has worked to further their understanding of grading rubrics. We have worked collaboratively as a staff to more clearly define what quality work looks like at each grade.

Technology:

Joshua Eaton was one of four schools from throughout the State to be awarded a grant to further train teachers in the use of integrating technology within the curriculum. Our staff worked with mentors from the Sutton Elementary School throughout the 1998-99 school year to learn about new software and technological tools that will further enhance the curriculum.

Library Automation:

Our school Library is currently becoming automated. Thanks to the many parent volunteers who worked diligently over the Summer and into the Fall to ready the collection for automation. We anticipate the Library being completely automated by the end of the 1999-00 school year. Our very generous PTO is funding this project.

Playground Improvements:

The playground at Joshua Eaton continues to evolve. Over the course of the last school year, we have added a new play structure and removed the older pieces of equipment. We are currently in the second phase of creating a half basketball court and an off the wall area for students to use.

These improvements would not be possible without the generous support of our PTO, the Town Recreation Department, and the many parent volunteers who have given of their time and expertise to assist us with this project.

School Advisory Council:

Get ready! Our School Advisory Council has been hard at work creating a new and improved parent survey to be distributed in January, 2000. We are looking forward to getting feedback from our parents on their perceptions of many aspects of the education that their children are receiving at Joshua Eaton. The School Advisory Council will be carefully reviewing the completed surveys, and build our goals for our school improvement plans around the feedback received from the parents.

J. Warren Killam Elementary School
Paul Guerrette, Principal

Parent – Teacher Collaboration:

Committees of parents and teachers have continued to work together to expand the educational offerings at Killam.

- The Enrichment Committee chose **The 1900's: A Century of Change** as their theme for the year. A wide range of offerings in the Science, Social Studies and Arts areas were sponsored, many of which focused on the changes that occurred within the last one hundred years.

- The World of Wonder (WOW) Science Center Committee continued to expand the lending library available to teachers. They continued to maintain and upgrade the area that serves as Killam's outdoor science and nature courtyard. The kindergarten students created a new wall plaque, reading The World of Wonder, for this area. It now hangs outside the entrance to the Center.
- K.O.A.L.A., Killam's after school program, continued to expand its student offerings. This year, courses in foreign languages, sports, arts and crafts were available along with two new courses. The **Kid's Advocate**, a student newspaper, submitted articles to the Reading Advocate for publication on its "Kids' Page." Additionally, members of the High School Drama Club presented an eight-week class culminating in a student performance at the end of the session.
- The Killam Kaleidoscope continued to serve as a monthly communication vehicle for parents. In addition to updates from the Principal, PTO Officers and staff members, scheduled school events and programs are provided. The Kaleidoscope Authors' page continues to provide students with the opportunity to share their writing with the Killam audience.

Parent Education/Information Opportunities:

Killam has continued to provide educational/informational sessions for parents designed to build a better understanding of instructional programs and practices.

Guest Speakers at Killam last year included:

- Vivian Su, School Psychologist, presented a parent program in October on teasing and bullying.
- Jean Maloney-Stewart, Reading Specialist, presented an overview at the October K-2 and 3-5 Open Houses on "Learning to Read" and "Reading to Learn."
- Elaine Hondorf, Library Media Specialist, and Linda Carey, Fourth Grade Teacher, presented a preview of a "Motion and Design Unit" in which students built and tested a standard vehicle. Selected software used in the unit was also demonstrated.
- Dr. Chris Redford, Math and Science Curriculum Specialist, presented an overview of the Every Day Math Program to parents. She also presented ways parents could support math development at home.
- Pat Purdy, from the Banbury Cross Bookstore, spoke with parents about how to select good literature for children.
- In October, a Morning Coffee for Parents of Killam Kindergartners attending both Barrows and Killam was held. It provided a time for parents to ask questions about programming, and become acquainted with the staff and other kindergarten parents.

Technology:

Killam teachers and parents have continued to work together to familiarize themselves with educational software that can be used in the classrooms to support learning. Training in Internet and Winnebago use along with updates and hands-on use of a variety of new software programs continued.

Killam Community Outreach:

- **Pennies for Peace Project -** Fifth grade students raised $613.54 for Kosovo relief efforts.
- **Crazy Hat Days** provided students to raise money/collect canned goods for the Reading Food Pantry throughout the school year.
- **Canned Goods and Clothing Drive –** Fifth graders organized a clothing and canned goods drive to aid the hurricane victims in Honduras and Nicaragua. This effort was initiated by one of our students with relatives living in that area.

Staff Updates:

- The staff continued to review the results of the MCAS testing for patterns. Grade level suggestions for addressing weaknesses were developed.
- The Killam School Inclusion Committee has continued its outreach to the staff by providing current research and articles. Before school discussion groups related to those handouts were conducted on a regular basis throughout the year.
- During the Summer, many teachers at Killam took advantage of the training offered as part of the Language Arts Piloting Process. Teachers participated in Junior Great Books, writing, phonology and phonics and guided reading training.
- Ongoing professional development continues as teachers update and expand their professional repertoires in language arts, science, social studies, assessment, learning styles and effective technology usage.

School Improvement Council:

The School Council focused heavily on the outlined goals regarding improved communication in both language arts and technology. They reviewed the plans in place for staff presentations and communications, and for ways to improve the space and conditions at Killam. The School Council spent a great deal of time reviewing the MCAS results and discussing instructional changes indicated. Techniques to improve student test-taking skills were also discussed.

Early Childhood Longitudinal Study:

Killam was selected to participate in a study sponsored by the U. S. Department of Education. This study will follow students' progress from kindergarten through the elementary years.

Special Education
Kevin F. Moran, Interim Director

The Special Education Department of the Reading Public Schools continues to provide programs and services so that the wide range of needs and learning styles of students are met. Ongoing dissemination of information pertaining to the Special Education programs creates a knowledge base for parents, families and educational staff to work with.

In August 1999, I became Interim Director for Special Education in Reading. Throughout the Fall and early Winter, I met with Reading staff and parents to become more familiar with local needs and priorities. As a result of that process, I am committed to implementing the following recommendations:

- Continue to monitor existing Special Education programs.
- Continue to address the need to create new programs to meet the varied needs of our students.
- Continue to monitor and revise Special Education budget.
- Continue to adhere to guidelines through Chapter 766 regulations concerning eligibility criteria, independent evaluations and other Special Education issues.
- Continue to provide staff development on pertinent Special Education topics and programs

Implementation:

To implement the recommendations, I am committed to the following:

- The Special Education Director continues to meet with Special Education staff, Principals, Regular Education staff, parents, Superintendent and Associate Superintendent to monitor existing Special Education programs to gain knowledge about Special Education programs and issues.
- The Special Education Department continues to monitor Special Education programs in the school district to meet the wide range of student needs and to create new programs as needed.

Program	Location	
RISE Preschool	RMHS	Ongoing
Grade K-2 Developmental Learning Center (Expanded to Grades 3,4)	Barrows	Ongoing
Grades 1-3 Integrated Program	Killam	Ongoing
Grades 4-5 Language Based Program	Eaton	Ongoing
Grade 6 Language Based Program	Parker	Ongoing
Grade 7 Language Based Program	Parker	Ongoing
Grade 8 Language Based Program	Parker	Ongoing
Grade 9 Language Based Program (possibly expanding to Grade 10)	RMHS	Ongoing

- The Special Education Director meets on a regular basis with the Superintendent and the Town Accountant to review and monitor the entire Special Education budget.
- The Special Education Department continues to monitor students and programs to ensure that eligibility criteria, Chapter 766 regulations and other Special Education issues are adhered to.
- Staff development workshops will continue to be provided on the following, but not limited to, topics:
- Alternate assessments for Special Education student (MCAS).
- The IEP 2000 Process.
- Curriculum frameworks and the effect on Special Education programs and students and related services
- The relation between the district budget process and the Special Education programs offered and created and other services

School Entrance Requirements:

To be eligible for admission to the Reading Public Schools, a child must have reached the age of five on or before August 31st of the entering year. Under no circumstances will children younger than five be admitted.

No child shall be admitted to school except upon presentation of a physical exam and evidence of immunization as required by the State Immunization Law, and in accordance with the schedule established by the Department of Public Health. Effective March 1, 1990, children are required to present documented evidence of lead screening prior to entrance into preschool and kindergarten.

Under laws of the Commonwealth, each child shall attend school beginning in September of the calendar year in which he attains the age of six.

Upon entering school, each child is required to present a birth certificate.

"No School" Signals:

"No School" will be announced over radio stations WBZ, WRKO, WEZE, WHDH, WBUR, on Television stations 4, 5, 7 and Channel 3 on Cable TV between 6:30 a.m. and 7:30 a.m.

It is the policy in Reading to have school on all scheduled days and for parents to decide when conditions are such that it would be unwise for their child to attend. However, when roads cannot be opened, or other extraordinary conditions exits, school may be cancelled for all schools or for the elementary grades only. This decision will be made by the Superintendent of Schools.

Enrollment:

The enrollment of the Reading Public Schools as of October 1, 1999 was 4,194. In addition, there are 65 out of district special education placements, 50 students at the RISE preschool program, one student at the Minuteman Technical school, thirty-three students from Reading enrolled in Grades 6 through 12 at Austin Preparatory School and twenty-three students enrolled in Grades 9 through 12 at the Northeast Metropolitan Regional Vocational School making the total school population in Reading as of October 1, 1999, 4,366.

ENROLLMENT STATISTICS

Eight-year Summary of Public School Enrollment*

Grade	1992	1993	1994	1995	1996	1997	1998	1999
K	309	314	292	323	312	318	279	269
1	333	350	336	321	374	359	361	310
2	328	334	352	347	322	376	363	354
3	299	334	339	352	346	319	374	358
4	293	304	335	340	360	348	322	362
5	285	291	312	335	342	368	348	327
6	273	282	286	307	341	334	366	342
7	285	266	285	281	303	344	332	360
8	256	288	268	290	276	295	345	328
9	252	244	277	262	278	258	291	330
10	261	253	244	274	259	276	259	286
11	210	256	237	236	254	259	268	253
12	261	198	247	241	232	241	253	256
SPED	49	43	33	48	53	24	23	59
TOTAL	**3,694**	**3,757**	**3,843**	**3,957**	**4,052**	**4,119**	**4,184**	**4,194**

Enrollment Numbers are figures submitted to the Department of Education as of October 1st of each calendar year.

12/99

Retirements:

Virginia Anderson, Reading Memorial High School, Attendance Secretary
Carol Angelo, Superintendent's Office, Administrative Assistant for Curriculum
Judith Angus, Alice M. Barrows School, Grade 3
Edward Brady, Reading Memorial High School, Guidance Counselor
Ruthann Budrewicz, Reading Memorial High School, Science Department Head/Teacher
Norman Cormier, Reading Memorial High School, English
Patricia Delong, Alice M. Barrows School, Grade 2
Robert Dinwoodie, Arthur W. Coolidge Middle School, Technology Education
Gaynell Knowlton, Birch Meadow School, Grade 4
Agnes Lindgren, Reading Memorial High School, Guidance Secretary
Elaine Margossian, Joshua Eaton School, Secretary
Elia Marnik, Joshua Eaton School, Reading Specialist
Sheila Richardson, Walter S. Parker Middle School, Special Education
Margaret Starrett, Reading Memorial High School, Business Education
Elizabeth Vanesse. Birch Meadow School, Secretary to the Principal

Resignations, Reductions:

Valerie Ardi, Special Education, Director of Special Education
Gina Barrett, Birch Meadow School, Grade 5
John Barry, Maintenance, Carpenter
Catherine Beach, Walter S. Parker Middle School, Social Studies
Mary Ellen Begonis, Arthur W. Coolidge Middle School, Secretary
Amy Borruso, J. Warren Killam School, Grade 4
Christina Bozzi, Birch Meadow School, Cafeteria
Julie Calabrese, Walter S. Parker Middle School, Special Education Assistant
Cara Canedi, Walter S. Parker Middle School, Music
Dawn Carter, Joshua Eaton School, Grade 5
Kimberly Caverly, Reading Memorial High School, French
Donna Childs, Reading Memorial High School, Art Teacher
Richard Comeau, Middle School Math and Science Instructional Specialist
Nancy Cook, Walter S. Parker Middle School, World Language
Suzanne Coy, Alice M. Barrows School, Special Education Assistant
Virginia Cramer, J. Warren Killam School, Grade 1
Agostina DiFiore, Reading Memorial High School, Special Education Assistant
Laura Donovan, Birch Meadow School, Grade 1
Michael Donovan, Reading Memorial High School, Special Education Assistant
Sharon Dugan, Alice M. Barrows School, Special Education
Nancy Dumont-Juhola, Alice M. Barrows School, Special Education Assistant
Amy Dyment, Reading Memorial High School, Athletics
Jennifer Forrest, Reading Memorial High School, Athletics
Patricia Fournier, Walter S. Parker Middle School, Special Education Assistant
Marjorie Gayeski, Special Education, Secretary

Resignations, Reductions: (Continued)

Vonda Gauthier, Arthur W. Coolidge Middle School, Language and Learning Assistant
Lori Giglio, Reading Memorial High School, Athletics
Susan Gilchrist, Walter S. Parker Middle School, Special Education Assistant
Lisa Girouard, Joshua Eaton School, Kindergarten
Scott Gray, Reading Memorial High School, Special Education Assistant
Jeffrey Griffin, Maintenance, Director of Facilities
Gaeleen Harrington, Reading Memorial High School, English
Donna Healy-Hamer, Joshua Eaton School, Regular Educational Assistant
Brenda Hodgkins, Arthur W.Coolidge Middle School, Physical Education
Helen Horntrich, Walter S. Parker Middle School, Special Education Assistant
Denise Huard, Reading Memorial High School, Special Education Assistant
David Jesser, Reading Memorial High School, Athletics
Jean Jones, Reading Memorial High School, Cafeteria
Patricia Jordan, Arthur W. Coolidge Middle School, Cafeteria
Susan Larkin, Alice M. Barrows School, Special Education Assistant
Andrea La Rosa, Arthur W. Coolidge Middle School, Language and Learning Disability
Leah LeBlanc-Kyle, Birch Meadow School, Cafeteria
Peter Lowell, Maintenance, Custodian
Linda MacDonald, Reading Memorial High School, Cafeteria
Lauren McCarron, Joshua Eaton School, Kindergarten
Arienne McCoy, Reading Memorial High School, Latin
Jill McElroy, Reading Memorial High School, Athletics
Peter Mitchell, J. Warren Killam School, Physical Education
Craig Murphy, Arthur W. Coolidge Middle School, Special Education Assistant
Kathryn Murphy, Reading Memorial High School, Athletics
Anna Nogueira, RISE, Special Education Assistant
Amy O'Brien, Alice M. Barrows School, Grade 4
Valarie O'Brien, Reading Memorial High School, Cafeteria Clerk
Marjorie O'Donnell, Birch Meadow School, Tutor
Stacey Parker, J. Warren Killam School, Grade 1
Robert Patterson, Reading Memorial High School, Athletics
John Robert Peterson, Arthur W. Coolidge Middle School, Interim Assistant Principal
Meredith Peterson, Reading Memorial High School, Special Education
Susan Puopolo, Alice M. Barrows School, Kindergarten
Susan Pymm, Reading Memorial High School, Guidance Secretary
Leonarda Rigione, Arthur W. Coolidge Middle School, Cafeteria
Joy Robbins, Alice M. Barrows School, Special Education Assistant
Annmarie Sanstad, Alice M. Barrows School, Regular Education Assistant
Lyndsay Schlorff, Reading Memorial High School, Athletics
Alice Shea, Walter S. Parker Middle School, Nurse
Bridget Shine, Arthur W. Coolidge Middle School, Special Education Assistant
Wendy Small, J. Warren Killam School, Grade 2
Kathleen Smith-Conover, Alice M. Barrows School, Regular Education Assistant

Resignations, Reductions: (Continued)
Carol Ann Solares, Walter S. Parker Middle School, Special Education Assistant
Christina Spaulding, Walter S. Parker Middle School, Language and Learning Disability
James Spencer, Walter S. Parker Middle School, Custodian
Karen Tavano, Reading Memorial High School, Regular Educational Assistant
Jeffrey Wall, Reading Memorial High School, Athletics
Lori Whalen-Potvin, Alice M. Barrows, Speech/Language
Joyce Willson, Joshua Eaton School, Regular Educational Assistant
Laura Wilson, Joshua Eaton School, Regular Education Assistant
Mary Ellen Zaremba, Joshua Eaton School, Special Education Assistant

Leaves Of Absence:
Amy Borruso, J. Warren Killam School, Grade 4
David Bunten, Reading Memorial High School, Music
Keri DiNapoli, Joshua Eaton School, Grade 1
Robyn Ferrazzani, Joshua Eaton School, Grade 4
Susan Fritz, Reading Memorial High School, World Language
Lauren Fusco, J. Warren Killam School, Grade 5
Katherine Gauvain, J. Warren Killam School, Grade 4
Stacey Grayton, J. Warren Killam School, Grade 1
Peter Greene, Reading Memorial High School, Social Studies
Peter Hichborn, Arthur W. Coolidge Middle School, English
Renee Kannapell, Arthur W. Coolidge Middle School, Social Studies
Maureen LeClaire, Reading Memorial High School, Physical Education
Kenneth Levesque, Reading Memorial High School, Business Education
Jo-Ellen McGinnity, J. Warren Killam School, Grade 3
Barbara McLean, Joshua Eaton School, Library Media Specialist
Molly Melanson, Birch Meadow School, Grade 2
Jacqueline Peffer, Birch Meadow School, Kindergarten
Susan Puopolo, Alice M. Barrows School, Kindergarten
Sandra Pothier, Joshua Eaton School, Special Education Assistant
Elena Raucci, J. Warren Killam School, Music
Sarah Roberts, Birch Meadow School, Grade 1
Nathan Stearns, Reading Memorial High School, English
Sharon Taitz, J. Warren Killam School, Grade 3
Julie Valiton, Joshua Eaton School, Grade 1

Appointments:
David Alger, Arthur W. Coolidge Middle School, Math
Ann Arington, Arthur W. Coolidge Middle School, Secretary
Jane Barbaro, Walter S. Parker Middle School, Social Studies
Richard Barrett, Interim Director of Facilities
Mary Ellen Begonis, Superintendent's Office, Administrative Assistant for Curriculum
Brian Bemiss, Birch Meadow School, Grade 5

Appointments: (Continued)

Maryann Blaine, Birch Meadow School, Grade 4
David Blanchard, Reading Memorial High School, Special Education
Andrea Bruno, Middle School Math and Science Instructional Specialist
Melissa Callahan, J. Warren Killam School, Grade 5
Catherine Carmody, Joshua Eaton School, Kindergarten
Maura Cignetti, Walter S. Parker Middle School, Language and Learning Disabilities
Amy Clark, Birch Meadow School, Tutor Assistant
William Crowley, Walter S. Parker Middle School, Language and Learning Disabilities
Alison Currier, J. Warren Killam School, Grade 3
Jill Daly, J. Warren Killam School, Physical Education
Louise Davidson, Alice M. Barrows School, Grade 3
Deboral Dellovo, J. Warren Killam School, Grade 1
Audrey DiPillo, District, English Second Language Tutor
Patricia Donnelly, Joshua Eaton School, Secretary
Jeanne Donovan, Reading Memorial High School, Art
Cheryl Flatley, Birch Meadow School, Secretary
Danja Foss, Reading Memorial High School, Latin and Spanish
Maria Frey, Reading Memorial High School, Special Education
Carol Galvin, Reading Memorial High School, Science Department Head
Heidi Galvin, Birch Meadow School, Grade 2
Lisa Gebhard, J. Warren Killam School, Grade 1
George Georgian, Arthur W. Coolidge Middle School, Technology Education
Rebecca Goodson, J. Warren Killam School, Grade 1
Jennifer Gomez, Walter S. Parker Middle School, World Language
Jennifer Granauro, Reading Memorial High School, Math Teacher
Ann Hale, Walter S. Parker Middle School, World Language
Ann Harney, Elementary Science Instructional Specialist
Gary Hart, Arthur W. Coolidge Middle School, Assistant Principal
Lori Hill, J. Warren Killam School, Grade 4
Elizabeth Houghton, J. Warren Killam School, Grade 2
Walter Huston, Elementary Social Studies Instructional Specialist
Kristen Kaufmann, Joshua Eaton School, Grade 1
Geraldine Kelley, Arthur W. Coolidge Middle School, Special Education
Wendy Kritzer, Reading Memorial High School, English
Deborah Kwiatek, Joshua Eaton School, Reading Specialist
Deborah Lane, Joshua Eaton School, Grade 4
Mark Linehan, Reading Memorial High School, Science Teacher
Brenda Lovecchio, Alice M. Barrows School, Grade 4
Janet Maloney, Reading Memorial High School, Reading
Beth Anne Maresca, Birch Meadow School, Grade 1
Rosemary McAuley, Walter S. Parker Middle School, Nurse

Appointments: (Continued)

Karen McCormack-Popielarz, Arthur W. Coolidge Middle School, Physical Education
Susan Miller, Alice M. Barrows School, Special Education
Kevin Moran, Interim Director Special Education
Joseph Mulligan, Reading Memorial High School, Music
Andrew Norton, Walter S. Parker Middle School, Music
Nicole Nuzzolo, Walter S. Parker Middle School, Special Education
Alexander Porter, Reading Memorial High School, French
Susan Pymm, Reading Memorial High School, Guidance Secretary
Alysia Redard, K-12 Physical Therapist
Melissa Reid, Reading Memorial High School, Language and Learning Disability
Lynda Riley, Special Education, Secretary
Janet Russell, Birch Meadow School, Kindergarten
Marina Salenikas, Joshua Eaton School, Library Media Specialist
Corey Savory, Arthur W. Coolidge Middle School, Social Studies and World Language
Patricia Shields, Reading Memorial High School, Attendance Clerk
Maria Simon, Alice M. Barrows School, Kindergarten
Patricia Smith, Reading Memorial High School, Guidance Counselor
Christina Surette, Joshua Eaton School, Grade 4
Angela Tenedios, Reading Memorial High School, Business Education
Ellen Tinney, Alice M. Barrows School, Grade 2
Paula Von Euw, Reading Memorial High School, English

Northeast Metropolitan
Regional Vocational
High School District

Serving
Chelsea
Malden
Melrose
No. Reading
Reading
Revere
Saugus
Stoneham
Wakefield
Winchester
Winthrop
Woburn

Annual Report 1999

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

DISTRICT SCHOOL COMMITTEE

SCHOOL COMMITTEE CHAIRMAN
James G. Wallace - Winthrop

VICE CHAIRMAN
Michael T. Wall - Chelsea

SECRETARY
Deborah P. Davis - Woburn

TREASURER
Paul L. Sweeney - North Reading

ASSISTANT TREASURER
Anthony E. DeTeso - Stoneham

COMMITTEE MEMBERS
John J. Bradley - Winchester
Vincent J. Carisella - Wakefield
Earl W. Fitzpatrick - Malden
Ronald J. Jannino - Revere
William C. Mahoney - Melrose
Robert S. McCarthy - Reading
Peter A. Rossettti, Jr. - Saugus

SCHOOL ADMINISTRATION

SUPERINTENDENT-DIRECTOR
James A. Pelley, Jr.

DEPUTY DIRECTOR/PRINCIPAL
Patricia K. Cronin

D. Michael Tamagna, Vocational Vice Principal

Angela Antonelli, Academic Vice Principal

Ernest Zucco, Business Manager

Jo-Ann Testaverde, Director Pupil Personnel Services

Petrice Ranno, Administrator Student Services

Gloria Mezikofsky, Chairperson Special Needs Team Evaluation

Louis Perriello, School to Work Coordinator

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

Outstanding Student Award:

Michael Pietrantonio of Saugus, a senior in the Electrical Program, was chosen Northeast's nominee at the State Awards Dinner for Outstanding Vocational Technical Students. The event is co-sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

Vocational Honor Society:

The Northeast Chapter of the National Vocational Technical Honor Society held its annual Induction Ceremony in April. At the ceremony, sixteen seniors and twenty-three juniors were inducted. These students joined the previously inducted members to bring the Vocational Technical Honor Society Chapter to sixty-two members for the 1998-99 school year.

National Honor Society:

The Fifth Annual Induction Ceremony to the Northeast Chapter of the National Honor Society was held in May. Sixteen students were inducted for the 1998-99 school year bringing the total membership to thirty-two.

VICA Awards:

At the State VICA Competition held in April, Northeast finished with two Gold Medals, two Silver Medals and two Bronze Medals. The Gold Medal winners were: Andrea Paulo in Accounting and Kevin Lancaster in Carpentry -- both students were from Saugus. The Silver Medal winners were: April Pennellatore in Accounting – from Saugus and Erik Newman in Carpentry – from Revere. The Bronze Medal winners were: Mark Paradis in Accounting – from Chelsea and Jonathan Kearly in Plumbing – from Saugus.

Tools for Tomorrow All-American Vocational Student Award:

Stephanie Hoffman from Chelsea, a senior in the Dental Assisting Program at Northeast, was selected as one of the top 50 vocational technical education students in the country from among nearly 2,000 outstanding competitors. Stephanie, after winning at the local level, moved on and was selected the State winner in the Tools for Tomorrow All-American Vocational Student Awards Program, and received a $1,000 Career Advancement Award. These students exemplify a new trend in vocational technical education called "service learning," which gives students the opportunity to gain work experience in their field of study while providing a valuable service to their communities.

Student Advisory Rep to the School Committee:

Andrea Paulo, a junior from Saugus, was elected as the Student Representative to the School Committee for the 1998-99 school year.

Scholarship Committee:

The Northeast Scholarship Committee awarded individual scholarships to 68 deserving students at the 1999 graduation exercises. The total of $229,350 was given in scholarships. The average award was $3,000 with 75% of the scholarship aid going to students furthering their education at four year schools.

Northeast students beginning work in their vocational field or entering trade apprenticeship programs garnered 25% of the scholarship assistance to enable them to purchase costly tools and equipment as well as entry level expenses toward trade education programs.

SCORE Peer Mediation Program:

In September, Northeast began its fourth year affiliated with SCORE, a Peer Mediation Program. The SCORE Program was developed by the Office of the Attorney General of Massachusetts to help reduce the violence in schools. The Mediation process is successful in resolving conflicts of all types. Northeast has a full-time Coordinator, 31 trained students and 9 trained staff members. A trained mediator is a neutral person not involved in the dispute and, through the mediation process, helps people come to their own agreement about how they want to resolve their conflict.

MCAS After School Enrichment Program:

Thirty-five students attended a four week enrichment program in May. The students spent three hours a day, two days a week working on upgrading Math and English skills, and 65% of the students improved their skills.

Summer Enrichment Program:

Sixty incoming freshmen who scored low on the Stanford Achievement Test participated in a three week program this Summer. The program emphasized Mathematics, English/Reading and computer skills. Fifty students completed the program and showed a marked improvement in these subjects.

Support Services:

The Guidance Department has established several support groups for the Northeast students. The Gender Equity Support Group has been established to work with students of all grades. Workshops are conducted for all freshmen identifying the benefits and concerns associated with choosing non-traditional careers. Student workshops are also presented to all sophomores which focuses on the issue of sexual harassment and identifying in-school and employment procedures to follow if faced with such concerns. The department also conducts support groups for students who are enrolled in vocational shops that represent non-traditional choices. Approximately 60 students participate in the non-traditional groups.

A support program for pregnant and parenting teens has been established to help encourage school participation and achievement of high school diplomas. A support group is offered which brings together girls who are pregnant, and girls who are teen mothers to provide support to each other and to learn of the parenting responsibilities. Guest speakers are arranged and the group focuses on emotional needs, childbirth, nutrition, child rearing, growth and development, etc. Teen fathers are also included in the support system.

The Guidance Department has established a peer training program which focuses on the issue of teen dating violence, substance abuse and AIDS education. Guest speakers and leadership training workshops have all been part of the program. The peer training aspect of the program has educated 30-35 students yearly to be able to speak to younger students about serious teen issues.

The Peer Tutoring Program provides educational assistance to students having difficulty with one or more academic subjects. Students who have been successful in specific subject areas, and who have participated in training are paid a stipend to assist others by arranging to meet after school to provide needed assistance.

The tutoring is designed to supplement after school assistance provided by the classroom teachers. The program benefits go beyond the tutoring as the relationships formed by the members of the tutoring groups help to break down barriers between grade levels. The tutors are supervised by staff teachers who are also available for academic support.

The Guidance Department offered an Anger Management Program throughout the year which serviced approximately 40 students. The focus was to help students identify what triggers their anger and to learn new ways of managing their anger. Latino support groups were offered after school to both boys and girls. The full array of teen issues are covered with emphasis on concerns regarding cultural understanding.

Summer Programs:

The Summer of 1999 was a busy time at Northeast with a full scale academic and vocational Summer school in operation. More than 300 students in Grades 9 through 12 participated.

The popular Computer Camp, with more than 300 students, took on a whole new look in 1998. It was the seventh year for this ever-expanding program. It is the objective of the counselors to teach camper skills that they can use during their regular school year. The new programs will help strengthen Reading and Math skills, and there is a segment of the curriculum which provides for the improvement of social skills. The computer equipment has also been updated, and will now include programs geared specifically to the primary grade levels of 1, 2 and 3 as well as continue servicing our Grades 4 through 8 population. An introduction to the Internet also became part of the Camp Program. The Computer Camp schedule consisted of a three hour rotating schedule of computer lab, swimming, and sports and games.

Adult Education:

Adult Education continued at an all-time high, with more than 2,000 students enrolled this year. Our goal is to provide as many educational services as possible to the 350,000 residents of the Northeast Metropolitan Regional Vocational School District. In pursuing this goal, the Adult Education staff maximizes utilization of the Northeast facilities, offering an extensive selection of stimulating and practical programs Monday through Saturday during the school year, and Monday through Friday during the Summer months.

Northeast offers a State Approved Auto Damage Appraisal Program, as well as a Masters Program in Electrical, Plumbing and Gas Fitting. As the number one apprentice training center in New England, we annually guide hundreds of young men and women as they prepare for their journeyman or master license in their trade. For the many senior citizens enrolled, we offer a wide variety of programs designed to satisfy their interest in crafts, hobbies, physical fitness, etc.

During the 1998-99 school year, the Adult Education agenda is the focus on the health care and related fields which project high employment possibilities. Courses such as Anatomy and Physiology, Algebra (pre-nursing), Chemistry (pre-nursing) and Certified Nurse Aide, as well as Medical Terminology and Medical Transcription and Human Biology (Anatomy) all mirror this trend.

1999 Graduates:

The 1998-99 school year represents the twenty-eighth class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 205 students in the class of 1999. The breakdown of graduates status after graduation is as follows:

Entering Military Service	8
Employed in Related Field	93
Employed – Not in Related Field	27
Pursuing Additional Education	62*
Unemployed – Seeking Employment	15

*It should be noted that 30% of the graduating class went on to further their education. One hundred and ninety members of the graduating class either entered military service, are employed or seeking further education -- that figure represents 92% of the class of 1999.

Special Needs Enrollment:

Special Needs enrollment for the 1998-99 school year continued to represent a fair share of the total school enrollment with students. The 244 Special Needs students represent 21% of the school population.

Athletic Records:

The Northeast Varsity Soccer Team won the Commonwealth Athletic Conference League Championship and competed in the State Tournament. The Northeast Varsity Girl's Volleyball completed its first season in C.A.C. League play. The Varsity Golf Team competed in its first State Vocational Tournament. The Cross Country Team sent four competitors to the State Vocational Tournament. The Cheerleading Squad qualified for the Regional State Championship. The Northeast Varsity Hockey Team qualified for the State Tournament.

Shining Knights:

The Shining Knights had a very successful year. Donations were received from the Saugus Credit Union and the Wakefield Savings Bank, as well as several businesses from our sending cities and towns. Students receive cards for perfect attendance, achievement, leadership, detention/suspension quarters, and for doing something "good" for the school, class or classmates. This year, two cars were donated by private citizens and reconditioned by the Auto Body and Auto Tech Departments at Northeast. The cars were won by Deanna Cacciola from Revere and Andrea Bannon also from Revere. A flyer has been developed and will be distributed to area businesses along with a letter requesting donations. We look forward to another successful year in 2000.

District School Committee Elections:

At the Annual Organizational Meeting of the District School Committee on January 21, 1999, the following members were elected Officers of the District School Committee:

Chairman	James G. Wallace of Winthrop
Vice Chairman	Michael T. Wall of Chelsea
Secretary	Deborah P. Davis of Woburn
Treasurer	Paul L. Sweeney of North Reading
Assistant Treasurer	Anthony E. DeTeso of Stoneham

District School Committee:

Maura A. Looney resigned as the Winchester Representative to the Northeast School Committee effective January 4, 1999 because she has moved out of the district. The Winchester Board of Selectmen and the School Committee appointed John J. Bradley Winchester's Representative to the School Committee, and he was sworn in by the Town Clerk on March 2, 1999. This appointment will expire in 2000.

Conclusion:

As Northeast celebrates its twenty-ninth year of Vocational/Technical Excellence to its twelve member communities, its aim is to continue to offer the latest in vocational/technical and academic education by maintaining a high level of performance. The school continues to offer students the finest education with which to build a successful career, no matter which career path they have chosen.

Evidence of our past success is reflected in the students who have graduated from Northeast Metro Tech. The alumnus stories of success and their readiness and willingness to help school officials by speaking at recruiting sessions at the local schools is proof of their dedication to Northeast. Testimonials as to the success of our graduates continue to be received, which makes us proud to have contributed in some small way to their accomplishments.

In conclusion, it has been a pleasure to have represented Reading as a member of the Northeast Metropolitan Regional Vocational District School Committee not only to serve as the guardian of funds allocated from the community to this educational institution, but to assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,

Robert C. McCarthy
Northeast School Committee
Reading Representative

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL

ENROLLMENT HISTORY

CITY/TOWN DISTRICT	S.Y. 89-90	S.Y. 90-91	S.Y. 91-92	S.Y 92-93	S.Y. 93-94	S.Y. 94-95	S.Y. 95-96	S.Y. 96-97	S.Y. 97-98	S.Y. 98-99	S.Y. 99-00
Chelsea	234	204	236	251	256	313	296	250	239	223	236
Malden	248	252	270	237	269	252	226.5	232	235	237	206
Melrose	52	44	34	35	41	35	29	36	26	32	28
North Reading	53	54	38	31	23	13	15	10	12	12	14
Reading	30	29	22	22	23	15	14	14	25	22	23
Revere	215	186	186	167	184	186	211	218	227	252	267
Saugus	196	181	150	125	123	136	154	161	145	136	128
Stoneham	54	43	48	47	40	36	37	37	40	36	39
Wakefield	83	67	53	40	30	37	33.5	28.5	34	50	52
Winchester	12	11	8	4	3	4	2	2	2	7	8
Winthrop	26	25	22	35	35	37	32	21	23	28	27
Woburn	93	71	56	61	69	56	46	53	55	60	64
TOTALS	1296	1167	1123	1055	1096	1120	1096	1062.5	1063	1095	1092
NON DISTRICT (Tuition)		1	15	11	13	7	26	45.0	48	47	37
GRAND TOTAL		1168	1138	1066	1109	1127	1122	1107.5	1111	1142	1129
SPECIAL NEEDS ENROLLMENT	299	286	236	235	218	222	242	213.5	258	244	214
% SPECIAL NEED ENROLLMENT	23%	24%	21%	22%	20%	20%	22%	19%	23%	21%	19%

12/8/99

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL
COMPARISON OF ASSESSMENTS

4/14/98

	BUDGET FY1998	BUDGET FY1999	VARIANCE $	VARIANCE %
GROSS BUDGET	$11,623,768	$12,263,076	$639,308	5.5%
LESS REVENUES				
Sch.Aid Ch.70	$5,061,820	$5,588,355	$526,535	10.4%
School Choice	($800,000)	($906,910)	($106,910)	13.4%
Transportation	$345,000	$329,276	($15,724)	-4.6%
TOTAL REVENUES	$4,606,820	$5,010,721	$403,901	8.8%
NET ASSESSMENTS	$7,016,948	$7,252,355	$235,407	3.4%
CHELSEA	$1,219,694	$1,034,757	($184,937)	-15.2%
MALDEN	$1,363,790	$1,568,445	204,655	15.0%
MELROSE	$260,601	$171,072	(89,529)	-34.4%
NO. READING	$10,141	$32,889	22,748	224.3%
READING	$94,352	$220,842	126,490	134.1%
REVERE	$1,316,075	$1,410,993	94,918	7.2%
SAUGUS	$1,159,074	$1,015,296	(143,778)	-12.4%
STONEHAM	$215,149	$260,686	45,537	21.2%
WAKEFIELD	$220,555	$259,018	38,463	17.4%
WINCHESTER	$22,472	$13,044	(9,428)	-42.0%
WINTHROP	$57,138	$88,717	31,579	55.3%
WOBURN	$1,077,907	$1,176,596	98,689	9.2%
TOTAL	$7,016,948	$7,252,355	$235,407	3.4%

	STUDENTS fy1998	STUDENTS FY1999	VARIANCE	PERCENT OF CONTRIBUTION
CHELSEA	250	240	-10	22.53521%
MALDEN	232	234	2	21.97183%
MELROSE	36	25	-11	2.34742%
NO. READING	10	12	2	1.12676%
READING	14	26	12	2.44131%
REVERE	218	226	8	21.22066%
SAUGUS	161	147	-14	13.80282%
STONEHAM	37	40	3	3.75587%
WAKEFIELD	28.5	34	5.5	3.19249%
WINCHESTER	2	2	0	0.18779%
WINTHROP	21	23	2	2.15962%
WOBURN	53	56	3	5.25822%
TOTAL	1062.5	1065	2.5	100.00000%

Northeast Metropolitan Regional Vocational School District
Balance Sheet
June 30, 1999

Assets:	
Cash	$1,066,041
Dues from Municipality	$52,533
Prepaid Expense	$54,333
TOTAL ASSETS	**$1,173,007**
Liabilities and Fund Balances:	
Liabilities:	
Accrued Payroll	$161,620
Accrued Vacation & Sick	$127,658
TOTAL LIABILITIES	**$289,278**
Fund Balances:	
Reserved for Encumbrance	$109,148
Water Line	$331,846
Immunization	$5,500
Undesignated	$437,235
TOTAL FUND BALANCES	**$ 883,729**
TOTAL LIABILITIES & FUND BALANCES	**$ 1,173,007**

APPOINTED AND ELECTED TOWN BOARDS, COMMITTEES & COMMISSIONS
(Effective December 31, 1999)

Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g Auth.
Audit Committee	**5**	**3 yrs.**			
Camille Anthony	26 Orchard Park Drive		(94)	2000	**BOS**
Carol Grimm	12 Estate Lane		(95)	2001	**B.V. of O.**
Catherine Martin	521 Summer Ave.		(99)	2002	**FinCom**
Fred Van Magness	243 Franklin Street		(96)	2001	**Mod.**
Harvey J. Dahl	16 Tennyson Road		(99)	2002	**Sch. Com.**

Board of Appeals	**3 + 3 Associates**	**3 yrs.**		**BOS**
Christopher R. Vaccaro, Chr.	57 Woburn Street	(94)	2001	
John A. Coote, V. Chairman	332 Summer Avenue	(89)	2000	
Michael J. Larkin	3 Lakeview Ave. #5	(98)	2002	
Susan Miller(Associate)	26 Avon Street	(99)	2002	
John A. Jarema (Associate)	797 Main Street	(78)	2000	
Bernard O'Shaughnessy(Asso.)	19 Belmont Street	(99)	2001	

Board of Assessors	**3**	**3 yrs.**		**Elected**
Robert I. Nordstrand	384 Franklin Street	(69)	Mar.'02	
David Nugent, Chr.	16 Nugent Lane	(88)	Mar.'00	
Mary S. Ziegler, Secretary	37 Redgate Lane	(92)	Mar.'01	

Board of Cemetery Trustees	**6**	**3 yrs.**		**BOS**
Daniel F. Driscoll Jr., Chairman	14 Vista Avenue	(86)	2001	
William C. Brown, Sec.	28 Martin Road	(96)	2000	
Stephen Meehan	11 Vista Ave.	(99)	2001	
Ronald O'Connell	63 Colburn Road	(96)	2002	
Janet Baronian	75 Mill Street	(99)	2002	
Mary R. Vincent, V. Chr.	17 Indiana Avenue	(94)	2000	

Board of Health	**3**	**3 yrs.**		**BOS**
James J. Nugent, Jr., Chairman	11 Nugent Lane	(83)	2001	
Nancy Carlson	106 Oak Street	(98)	2000	
Colleen Seferian	56 Vine Street	(99)	2002	

BOS – Board of Selectmen; T. Mgr. – Town Manager; Mod. – Town Moderator; B.V. of O. – By virtue of office; Sch. Com. – School Committee; FChr. – Finance Committee Chairman; E. by E. – Elected by Employees. *All terms expire June 30 of year noted, unless indicated otherwise.

Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g. Auth.
Board of Library Trustees	**6**	**3 yrs.**			**Elected**
Maria E. Silvaggi, Chairman	74 Whittier Road		(94)	Mar.'00	
Stephen M. Conner, V. Chr.	73 Hillcrest Road		(96)	Mar.'02	
Richard J. Ogden	6 Arnold Ave.		(98)	Mar.'01	
Cherrie M. Dubois	9 Meadow Brook Lane		(85)	Mar.'00	
Donna Indelicato	5 Grand Street		(98)	Mar.'02	
Christine B. Redford	18 Maple Ridge Road		(86)	Mar.'01	

Board of Registrars	**4-2 from each major party**	**3 yrs.**			**BOS**
William Hancock	30 Curtis Street		(96)	2002	
Gloria R. Hulse	107 Sanborn Lane		(92)	2000	
Robert Cusolito	23 Grandview Rd.		(99)	2001	
Cheryl A. Johnson	4 Summit Drive		(96)	Indef.	B.V. of O.

Board of Selectmen	**5**	**3 yrs.**			**Elected**
Sally M. Hoyt, Chr.	221 West Street		(90)	Mar.'02	
Matthew J. Nestor, V. Chr.	46 Latham Lane		(98)	Mar.'01	
George V. Hines, Sec.	35 Grand Street		(90)	Mar.'02	
Matthew Cummings	271 Summer Ave.		(99)	Mar.'01	
Camille W. Anthony	26 Orchard Park Drive		(94)	Mar.'00	

Bylaw Committee	**5**	**3 yrs.**			**Mod.**
Philip B. Pacino, Chairman	3 Copeland Avenue		(86)	2001	
Dolores S. Carroll, Secretary	37 Johanna Drive		(87)	2002	
Nathan White	24 Meadow Brook Ln.		(99)	2000	
John H. Russell	91 Spruce Road		(91)	2000	
George A. Theophanis	86 West Street		(78)	2002	

Cable TV Committee	**5**	**3 yrs.**			**BOS**
Douglas Cowell, Chr.	958 Main St.		(99)	2002	
Joseph Santangelo	20 Boyce Street		(98)	2001	
Cheri A. Hart, Sec.	368 West Street		(99)	2002	
Michael M. Longo	50 Pratt Street		(93)	2001	
Vacancy			( )	2000	

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Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g. Auth.
Capital Improvements Advisory Subcommittee	**9 FinCom**	**1 yr.**			**FinCom**

Celebration Committee	**5**	**3 yrs.**			
Kurt Habel	832 Main Street		(99)	2000	**BOS**
Francis Kyle	3 Elderberry Ln.#207		(99)	2002	**Mod.**
Mark Cardono	26 Boswell Road		(99)	1999	**Historical**
William J. McLaughlin	37 Knollwood Road		(95)	2001	**Library**
Mary E. Williams	82 Mineral Street		(95)	2000	**Sch. Com.**

Commissioners of Trust Funds	**5**	**3 yrs.**			**BOS**
Robert S. Cummings, Chairman	105 Gleason Road		(90)	2002	
Sally M. Hoyt	221 West Street		(99)	2002	B.V. of O.
John J. Daly	163 Woburn Street		(95)	2001	
Dana E. Hennigar	146 Van Norden Rd.		(89)	2000	
Elizabeth W. Klepeis	68 Tennyson Road			Indef.	B.V. of O.

Community Planning & Development Commission	**5**	**3 yrs.**			**BOS**
Michael P. Flammia,	45 Barrows Road		(96)	2002	
Richard Schubert	119 Winthrop Avenue		(97)	2000	
Jonathan E. Barnes, Chr.	41 Pratt Street		(90)	2001	
Neil Sullivan, Sec.	20 Franklin Street		(98)	2002	
Richard D. Howard	21 Kiernan Road		(86)	2001	

Conservation Commission	**7**	**3 yrs.**			**BOS**
Nancy Eaton, Chairman	13 Short Street		(94)	2000	
Vincent Falcione	1027 Main Street		(99)	2002	
Vacancy			( )	2001	
Mark Gillis, V. Chr.	237 Forest Street		(96)	2000	
Ronald Tanner	113 Libby Ave.		(99)	2000	
Bethann Matathia	10 Stonewell Road		(99)	2001	
William Ogden Finch	51 Mill Street		(98)	2002	

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Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g. Auth.
Constables	**5**	**3 yrs.**			**BOS**
Thomas H. Freeman	P.O. Box 825		(93)	2000	
Sally M. Hoyt	221 West Street		(72)	2002	
William J. Hughes, Jr.	102 Hanscom Avenue		(81)	2001	
Dan Halloran	934 Main Street		(98)	2002	
Contributory Retirement Board	**5**	**3 yrs.**			
Henry J. Boissoneau, Chairman	122 John Street			2002	**E. by E.**
Richard P. Foley, Town Acct.	68 Tennyson Road			Indef.	**B.V. of O.**
Elizabeth W. Klepeis	68 Tennyson Road			12/02	**BOS**
Daniel B. Seferian	56 Vine Street			2000	**Board**
Joe Veno	67 Pleasant Street			2001	**E. by E.**
Council on Aging	**10**	**3 yrs.**			**BOS**
Mary J. Andreola, Chairman	331 Summer Avenue		(89)	2001	
Dorothy L. Foxon, V. Chr.	23 Ash Hill Road		(89)	2000	
G. Gay Williams, Secretary	482 Franklin Street		(96)	2001	
Gladys B. Cail	36 Frank D. Tanner Dr.		(86)	2000	
Elizabeth Cronin	403 Pearl Street		(96)	2001	
Elizabeth Moore	44 Catherine Avenue		(97)	2000	
Joanne O'Brien	25 Irving St.		(98)	2002	
Edwina Kasper	76 Village Street RDG.		(98)	2002	
Joanne Wooldridge	287 Haverhill Street		(96)	2002	
David Brigham	36 Hanscom Avenue		(97)	2000	
Richard Anderson (Associate)	15 Colonial Drive		(99)	2000	
Cultural Council	**7**	**3 yrs. (6 max.)**			**BOS**
Roberta Ann McRae, Chr.	35 Mark Avenue		(95)	2001	
Debra Darcy	94 Oak Street		(95)	2001	
Karen O'Connell	544 Pearl Street		(99)	2002	
Ann Marie Rotondo, Treas.	43 Tennyson Road		(96)	2000	
Joyce M. Holt	201 Grove Street		(99)	2002	
Judith Junker, Sec.	21 Mark Avenue		(97)	2000	
Beatrice Flammia	506 Pearl Street		(97)	2000	

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Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g Auth.
Custodian of Soldier's And Sailor's Graves	**1**	**3 yrs.**			
Francis P. Driscoll	7 Ordway Terrace		(92)	2000	**BOS**

Employee Awards Committee	**5**	**1 yr.**		
Peter I. Hechenbleikner	102 Eastway		Indef.	**B.V. of O.**
Vacancy				**BOS**
Vacancy				**T. Mgr.**
Vacancy				
Vacancy				

Finance Committee	**9**	**3 yrs. (9 yrs. Max.)**			**Fincom AppCom**
Robert LeLacheur	47 County Road		(99)	2002	
Carol S. Grimm, Chr.	12 Estate Lane		(93)	2000	
Paul K. Kurker	34 Washington Street		(97)	2000	
Charles Robinson	201 Woburn Street		(98)	2002	
Catherine Martin	521 Summer Avenue		(95)	2001	
Richard McDonald, V. Chr.	80 Redgate Lane		(96)	2000	
James Francis	156 Prospect Street		(97)	2002	
Mary Grimmer	147 Haverhill St.		(98)	2001	
Neil Cohen	177 Grove Street		(98)	2001	

FinCom Appointment Committee	**3**	**1 yr.**		
Alan E. Foulds, Chairman	9 Ide Street		Indef.	B.V. of O. Moderator
Carol Grimm	12 Estate Lane		Indef.	B.V. of O. F.Chr.
Sally M. Hoyt	221 West St.		Indef.	B.V. of O. Chr. BOS

Historical Commission	**5 + Associates**	**3 yrs.**			**BOS**
Virginia M. Adams	59 Azalea Circle		(78)	2002	
Wilbar M. Hoxie	31 Green Street		(93)	2000	
Roberta M. Sullivan, Treasurer	76 Minot Street		(96)	2002	
Louise E. Sandberg, Sec.	935 Main Street		(96)	2001	
Clayton Jones, Chr.	483 Franklin Street		(89)	2001	
Sharlene Santo (Assoc.)	46 Wakefield St.		(99)	2000	
Mark Cardono (Assoc.)	26 Boswell Road		(98)	2000	
Jerry Kaper (Assoc.)	5 Pitnam Drive		(99)	2000	

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Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g. Auth.
Housing Authority	**5**	**5 yrs.**			**BOS**
Robert K. Sweet, Jr., Chairman	32 Baker Road		(89)	2003	
Donald C. Allen	231 Forest Street			2001	State Appts.
Mary E. Connors	52 Sanborn St. Apt. 103		(96)	2002	
Jean H. Galvin, Treasurer	225 Forest Street		(88)	2000	
Timothy Kelley, V. Chr.	84 Woburn Street		(96)	2004	

Landbank Committee	**3**	**3 yrs.**			**BOS**
Benjamin E. Nichols, Chairman	25 Avon Street		(66)	2002	
George B. Perry, II, V. Chr.	230 Franklin Street		(82)	2001	
Edward G. Smethurst	86 Gleason Road		(88)	2000	

MBTA Advisory Board	**1**	**Indef.**			**T. Mgr.**
Russell Dean	16 Lowell Street				

(MEPA) Rep to Citizens Advisory Committee	**1 + Alternate**	**Indef.**			**BOS**
Steven G. Oston	66 Sturges Road				
Robert F. Cashins (Alternate)	12 Ash Hill Road				

Metropolitan Area Planning Council	**1 + Alternate**	**3 yrs.**			**BOS**
William F. Crowley	42 Locust Street		(94)	12/99	
Vacancy (Alternate)				12/99	

Municipal Light Board	**5**	**3 yrs.**			**Elected**
Philip B. Pacino, Chairman	3 Copeland Avenue		(87)	Mar'01	
William J. Hughes Jr.	102 Hanscom Avenue		(89)	Mar'01	
Allan E. Ames	14 Arnold Avenue		(79)	Mar'00	
Willard J. Burditt, Secretary	35 Holly Road		(96)	Mar'02	
David M. Swyter	98 Hartshorn Street		(91)	Mar'00	

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Title	#Positions	Term	Orig. Date	Term Exp.	Appt'g. Auth.
Mystic Valley Elder Services, Inc.	**2**	**3 yrs.**			
Richard Anderson	15 Colonial Drive			9/30/02	**COA**
Rheta C. McKinley	4 Elderberry Lane 4-211			9/30/00	**BOS**

RMLD Citizen Advisory Board	**1**	**3 yrs.**		**BOS**
John Corbett	376 Pearl Street	(96)	2002	

Recreation Committee	**8 + 1 Sch. Com. + Alt.**	**3 yrs.**		**BOS**
David H. Bryant	113 Oak Street	(94)	2001	
Lorraine Z. Salter	247 Summer Avenue	(91)	2000	
Christopher Campbell	12 Overlook Road	(93)	2002	
Alan Beaulieu	153 Belmont St.	(98)	2001	
Claire Bolger	23 Lindsay Lane	(96)	2001	
Susan C. Cavicchi	16D Carnation Circle	(93)	2002	**Sch. Com.**
Catherine R. Kaminer	37 Warren Avenue	(88)	2000	
Jack Downing, Chairman	91 Whittier Road	(97)	2002	
Dennis Lucyniak	84 Batchelder Road	(96)	2000	
John Winne (Associate)	29 Clover Circle	(97)	2000	
Susan Fay (Associate)	56 Grey Coach Rd.	(98)	2000	
Mark Eric Nelson (Associate)	71 Winthrop Avenue	(97)	2000	

Regional School District Committee	**1**	**4 yrs.**		**Elected**
Robert S. McCarthy	39 Pine Ridge Road	(98)	'02	

Rules Committee	**8**	**1yr. - No more than 6 consecutive yrs.**	**Prec. Mem.**
Nancy Eaton (Precinct 1)	13 Short Street	(96)	
Anthony L. Rickley (Precinct 2)	95 Timberneck Drive	(99)	
Douglas A. Bruce (Precinct 3)	67 John Street	(99)	
Everett J. Roscoe Jr.(Precinct 4)	7 Lewis Street	(99)	
Robert Fuller (Precinct 5)	450 Summer Avenue	(94)	
Brook W. Chipman (Prec. 6)	13 Willow Street	(99)	
Mark Johnson (Precinct 7)	50 Grand Street	(97)	
William C. Brown (Precinct 8)	28 Martin Road	(99)	

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School Committee	**6**	**3 yrs.**			**Elected**
Roberta C. D'Antona, V. Chr.	68 Old Farm Road		(92)	Mar'01	
Timothy Twomey	23 California Road		(91)	Mar'00	
Susan Cavicchi	4 Orchard Park Drive		(93)	Mar'02	
Harvey J. Dahl, Chairman	16 Tennyson Road		(98)	Mar'01	
James A. Keigley	3 Pilgrim Road		(99)	Mar'02	
Mary E. Williams	82 Mineral Street		(97)	Mar'00	

School Building Committee	11	Indef.		Mod.
Russell T. Graham, Chairman	68 Maple Ridge Road		Town Meeting	
Tim Twomey	23 California Road		School Com.	
Paula Perry	40 Beaver Road		Citizen at Large	
Margaret Cowell	958 Main Street		Teacher Rep	
Dennis Lacroix	77 Fairchild Ave.		Citizen at Large	
Joseph L. Finigan	62 Oakland Road		School Adm.	
Joseph A. Lupi	167 Summer Avenue		Citizen at Large	
Alexander Mcrae	35 Mark Ave.		Citizen at Large	
Richard Radville	115 Bancroft Avenue		Citizen at Large	
Roger O. Sanstad	120 Grove Street		Citizen at Large	
Jeff Strueble	4 Tower Road		Citizen at Large	

Sick Bank Committee	9	3 yrs.		
Elizabeth W. Klepeis, Chairman	16 Lowell Street		2000	**T. Mgr.**
Margaret A. Campbell	16 Lowell Street		2001	**T. Mgr.**
Corinne Fisher	Reading Public Library		1999	**T. Mgr.**
Richard Monroe (Dispatcher)	67 Pleasant Street		1999	**Union**
Kevin Patterson (Police Sup.)	67 Pleasant Street		1999	**Union**
Tom Ward (DPW)	16 Lowell Street		2000	**Union**
Carol Roberts	16 Lowell Street		1999	**T. Mgr.**
Joseph Veno (Police Patrol)	67 Pleasant Street		1999	**Union**
Daniel Howland (Eng./WTP)	16 Lowell Street		2001	**Union**

Sign Review Board	5	3 yrs.			BOS
James F. Treacy, Chairman	8 Woodward Ave.		(95)	2001	
Vacancy			( )	2002	
Robert J. McIsaac, V. Chr.	267 Grove Street		(94)	2002	
Geraldine Varney, Sec.	64 Village Street		(94)	2001	
Leslie McGonagle	140 Pine Ridge Road		(98)	2000	

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Solid Waste Committee	**7**	**3 yrs.**			**BOS**
Robert A. Brown, V. Chr.	37 Susan Drive		(92)	2001	
Joan Hoyt	187 Pearl Street		(99)	2002	
Foy Johnson	143 Willow Street		(99)	2002	
Jennifer Culbert	21 Strawberry Hill Ln.		(97)	2000	
Jean B. Krogh	224 Forest Street		(95)	2001	
Susan Giacalone	9 Orchard Park Drive		(99)	2002	
Lynda M. Zarrow	202 Boswell Road		(94)	2000	

Substance Abuse Advisory Council	**16**	**3 yrs.**			**BOS**
Dale Marie Merrill, Chairman	175 Franklin Street		(97)	2001	
Sandra J. Michaud, V. Chr.	37 Estate Lane		(94)	2001	
John E. Costigan	75 Mill Street		(94)	2002	
Marc. J. Alterio	62 Oakland Road		(94)	2002	
Amy Rosenblatt	9 Percy Ave.		(99)	2002	
John Segalla	115 Hanscom Ave.		(99)	2001	
Cathy A. Kosta	32 Parkman Road		(96)	2002	
David Libassi	11 Laurell Lane		(97)	2001	
Leone Sullivan	67 Pleasant Street		(97)	2001	
Jean Russo-Parks	750 Main Street		(94)	2000	
William Carrick	239 West Street		(97)	2002	
Vacancy			( )	2000	
Michael Lucy	302 Summer Ave.		(98)	2001	
David M. Stamatis, D.A.R.E.	67 Pleasant Street		(95)	2002	
Ann Marie Powers	12 Johanna Drive		(97)	2000	
Melissa Pucci	411 Gazebo Circle		(97)	2000	

Town Forest Committee	**3**	**3 yrs.**			**BOS**
George B. Perry, II, Chairman	230 Franklin Street		(76)	2000	
Irving E. Dickey, Jr., V. Chr.	9 Arbor Way		(75)	2002	
Benjamin E. Nichols, Secretary	25 Avon Street		(77)	2001	

Water & Sewer Advisory Committee	**5**	**3 yrs.**			**BOS**
Gail F. Wood, Chairman	213 Pleasant Street		(88)	2000	
William C. Freeman	30 Colonial Drive		(99)	2001	
Richard J. Moore, Sec.	5 Elm Street		(94)	2002	
Robert Salter	247 Summer Ave.		(99)	2002	
Gerald MacDonald	9 Bear Hill Road		(99)	2001	

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